

## **Murphysboro District 186 Education Foundation Teacher Grant Application Form**

Date of Submission: \_\_\_\_\_

Title of Project: \_\_\_\_\_

Applicant Name (Printed): \_\_\_\_\_ School: \_\_\_\_\_

Contact phone: \_\_\_\_\_ Email: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_ Is this a technology grant? (circle one)     Y     N

All applicants must sign:

If I receive funding from the Foundation for this project, I agree to complete a short online evaluation.

I also agree that this project and my ideas may be shared with other CUSD 186 educators in the future.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Grant I.D. Number:** \_\_\_\_\_ (To be assigned by the Foundation Selection Committee)

**Please answer the following questions on a separate sheet and attach it to this form.**

1. Describe the project you are requesting and any/all learning opportunities that you believe it would facilitate.
2. Please list any other important information about your project.
3. Please include a detailed budget. Identify all costs by itemizing what will be purchased specifically. If you have applied for other grants related to this project, please include information about the other grants and how the grants would relate to each other.

Building Administrator or Chief Information Officer Signature

Date

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## Instructions:

1. Complete the **Murphysboro District 186 Education Foundation Teacher Grant Application**.
  - Give to your Building Administrator (BA) or Chief Information Officer (CIO) for review.
  - **If there are no funds available from the school or district**, the BA or CIO will sign your Teacher Grant Application, noting that it had been reviewed, and return it to you
2. Submit your Application to the Foundation—email the Foundation and a member of the Education Foundation Board will make arrangements to pick up your application.
  - Email: [foundation@mhs.org](mailto:foundation@mhs.org)
3. If your Application is approved, the Foundation will work with you to determine a payment method. It is the Foundation's preference to purchase the items you need, and make arrangements to get them to you.
4. After receiving the purchased items and implementing your project, you are responsible for submitting a short online evaluation.
5. Grant Rules and Regulations:
  - a. The Teacher Grant Application must be signed by the BA or CIO.
  - b. Grant funds are to be used by May 1st within the school year awarded.
  - c. The Foundation asks that its name, **Murphysboro District 186 Education Foundation**, be used in all publicity regarding Teacher Grants (for example, *This project was made possible by a grant from the Murphysboro District 186 Education Foundation*).

QUESTIONS: Please email questions to [foundation@mhs.org](mailto:foundation@mhs.org)