

# Mini-Grants for Teachers

## APPLICATION

PLEASE PROVIDE CONCISE AND ACCURATE CONTACT INFORMATION. APPLICATION AND DOCUMENTS SUBMITTED MUST BE TYPED. AWARDEES WILL BE NOTIFIED VIA EMAIL. CHECKS WILL BE MAILED TO THE SCHOOL ADDRESS PROVIDED.

### *School Information*

School Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City, Zip: \_\_\_\_\_  
Principal Name: \_\_\_\_\_ Principal's Email: \_\_\_\_\_

### *Teacher Information*

Teacher Name: \_\_\_\_\_ Position/Grade Level: \_\_\_\_\_  
Primary Phone #: \_\_\_\_\_ Teacher's Email: \_\_\_\_\_  
Secondary Phone #: \_\_\_\_\_

### *Project Information*

Project Title: \_\_\_\_\_ Project Start Date: \_\_\_\_\_  
# of Students: \_\_\_\_\_ Project End Date: \_\_\_\_\_  
Total Project Budget: \$ \_\_\_\_\_ Amount Requested: \$ \_\_\_\_\_

### *Application Checklist*

#### **Completed Application**

Applications will be made available online by May 1st at [www.ruiz4kids.org](http://www.ruiz4kids.org). No hand-written applications will be accepted.

#### **Brief Project Description**

At least one (1) page typed description that will address the need of the project, how the project will be administered, timeline of the project and justification for funds requested

#### **Expected Project Impact**

What is the goal of the project?  
How will it impact the students and/or the school?  
Do you intend for the project to be continued?

#### **Budget**

Cost of materials (quote) If the necessary funds to complete the project exceed the allotted grant amount, please provide proper documentation on where the additional funds will be sourced from.

**DEADLINE**—July 13th of every calendar year

### *Additional Information*

Have you completed certification and/or training required by your district for technology and equipment related to this project?

YES NO

Is this a collaborative project/will other teachers & classrooms be involved?

YES NO

Is this project sustainable? Will this project continue beyond the grant period?

YES NO

Have you applied for a grant for this project through other sources?

YES NO

Have you previously received funding from this program?

YES NO

If so, when?