

MPSEF TEACHER GRANT APPLICATION

Dear Teachers,

The goal of the Miami Public School Enrichment Foundation is **“TO CREATE AN ENDOWMENT WHICH WILL PROVIDE THE FUNDS TO SUPPLEMENT AND ENRICH THE EDUCATION PROVIDED BY THE MIAMI PUBLIC SCHOOLS IN AN EFFORT TO STIMULATE AND CHALLENGE ITS STUDENTS TO THE HIGHEST LEVEL OF ACHIEVEMENT.”**



The Foundation seeks to fund projects that meet the above criteria. This means your attached grant proposal information should show how your project will **“STIMULATE AND CHALLENGE STUDENTS TO THE HIGHEST LEVEL OF ACHIEVEMENT.”** We are especially seeking creative, collaborative project ideas that significantly **“ENRICH THE EDUCATION PROVIDED BY THE MIAMI PUBLIC SCHOOLS.”**

Be Aware!

- No names or school references are allowed.
- Application must be complete.
- The amount requested on Page 1 and Page 2 MUST match.
- No late applications will be accepted.
- Incomplete or unqualified grants will not be considered.

Grants viewpoints to be considered:

- Is it innovative/creative?
- Does this project enhance the learning process?
- To what level does this project meet the goals of the Foundation?
- How many students will this benefit?

An individual teacher's name can only be on one grant.

Acceptance of a Miami Public School Enrichment Foundation grant means:

- You may be asked to create an interpretive display and/or provide written or oral descriptions of your project and how it has enriched education in your school.
- The deadline for expending grant funds is April 1, unless another date is requested in your application.
- When you leave the employment of the Miami Public Schools all items purchased with grant funds remain the property of the school district.
- A technology related grant will require the approval of the Technology Director.
- Before receiving funds for an awarded grant, a Terms of Agreement must be signed and on file at the Administration Office.

Thank you for your work as teachers!

Sincerely, The Miami Public Schools Enrichment Foundation

(please type)

DATE FORM SUBMITTED

APPLICANT(S)

SCHOOL

GRADE/SUBJECT

BRIEF DESCRIPTION OF GRANT (1 sentence)

TOTAL AMOUNT REQUESTED

Signature of Applicant Teacher

Signatures of Collaborative Teacher(s)

(NOTE: This identification page will be detached at the Central Office before requests are reviewed by the Foundation.)



MIAMI PUBLIC SCHOOLS ENRICHMENT FOUNDATION COMPUTER TECHNOLOGY CONSENT FORM

Technology. If your grant request has a technology component (for example: computers, software, digital media or other computer related materials), approval from the director of Technology is required before submitting your grant request to the Foundation. Please attach a TECHNOLOGY CONSENT FORM signed by the director of Technology to your grant application if applicable.

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Applicant's Name

Application Date

Amount of Grant Requested

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School Site

Applicant's Position

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Home Address, City State Zip

Telephone: work, home, cell, fax

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Title of Project

Comments of Technology Director:

Approval of Technology Director

Date

Agreed to by Applicant

Date

**MIAMI PUBLIC SCHOOLS ENRICHMENT FOUNDATION
TERMS OF GRANT**

Congratulations on receiving this award from the Miami Public Schools Enrichment Foundation. Please initial all items below to indicate that you fully understand the obligation of accepting a grant.

_____ I understand that my grant funds have been deposited into the Miami Public Schools general fund and all grant supplies are to be purchased according to school district procedure as stated in the School Board Policy Manual.

_____ I understand if my grant money is not utilized prior to April 1st of the current school year, funding will be withdrawn. All exceptions must be approved by the Foundation Chairman prior to April 1st.

_____ I understand that equipment and materials purchased with these grant funds become the property of Miami Public Schools. I will notify the site administrator when equipment is received so it can be placed on the school insurance policy.

_____ I understand that photographs may be taken of my grant, or that visits may be scheduled to see my "grant at work." I will work with the Foundation office on scheduling.

_____ I would be willing to have my students write thank you letters to Foundation Contributors. (Contact Foundation for details.)

Signature of **Grant Recipient**
Project Description

2014-2015
Grant Year

\$
Grant Amt.

School

Date Signed

**PLEASE RETURN THIS COPY TO THE ADMINISTRATION OFFICE BEFORE
PURCHASE OF GRANT MATERIALS.**