

Decatur County Community Foundation, Inc.
THANK-A-TEACHER GRANT APPLICATION INFORMATION

Grants of up to \$400 are available to classroom teachers in Decatur County for creative, innovative projects that would not be funded by other means, such as school budgets or other grants.

Guidelines:

- Be as specific as possible in describing your project.
- List project objectives that are focused and clear.
- Provide a specific timeline for the project with a definite beginning and end.
- List the project budget in detail.
- Identify other sources of funding (ex. school officials, other grants) that you have asked for support of this project.
- Type your request. A copy of the application has been sent to each of the school principals. The application is available at the Decatur County Community Foundation Office, 101 E. Main Street, Suite 1, Greensburg or can be found at www.dccfound.org.

Application Deadlines:

Grants are reviewed by the Foundation Scholarship Committee and are awarded on merit and availability of funds two times each year, for use during the current school year.

To be considered, applications must be **received** by:

October 1

February 1

What is not eligible for funding?

Under most circumstances, the Thank-a-Teacher Grant will not fund:

- Equipment and technology– unless it is very specific to the project
- Club activities – unless the activity is a creative extension of the classroom curriculum available to all students
- Classroom supplies that are available from the school corporation
- Field trips

Please remember:

- Projects should be *creative, innovative, and designed to stimulate learning*.
- A teacher may receive only one grant per school year.
- The number of students involved in the project will be taken into consideration.
- The principal's signature on the application indicates that funds for this project are not available in the regular school budget.
- Only budgeted items will be funded.
- Unused funds must be returned to the Foundation.
- Applications must be complete and typed.
- A list of successful grants is available at the Foundation office.
- If you receive a grant, you will be asked to provide a short evaluation of the project after its completion for sharing with other teachers and for the Foundation's Annual Report.
- Many teachers apply for the grants and there is a limited amount of money each grant cycle so not all good ideas may be funded. Please feel free to resubmit an idea you think is worthy of funding.

If you have questions or need further information, contact the DCCF at:

Decatur County Community Foundation
101 East Main Street, Suite #1
Greensburg, IN 47240
Phone: 812-662-6364
Fax: 812-662-8704
E-mail: contact@dccfound.org

Decatur County Community Foundation, Inc.

**THANK-A-TEACHER
GRANT APPLICATION**

Thank-A-Teacher Grant applications MUST be typed.
Please refer to the Thank-A-Teacher Guidelines when completing an application.

Teacher's Name _____

School _____

Mailing Address _____

Telephone _____ Fax: _____ E-mail: _____

Teacher's signature: _____

*****Please note: The undersigned represents that funds for this project have been requested but are not available through the regular school budget process.***

Principal's signature: _____

Return the completed application to:

Decatur County Community Foundation
101 E. Main Street, Suite #1
Greensburg, IN 47240

For Foundation Use only:

Date Received _____ Grant number _____

Board Action Date _____ Approved _____ Declined _____

Grant Conditions or Notes:

For Foundation Use only: Date Received _____ Grant number _____ Board Action Date _____ Approved _____ Declined _____ Grant Conditions or Notes:

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Date submitted _____

Project Title _____

Grade Level _____/Subject _____ Number of students _____

Project Timeline:

Beginning Date of Project _____ End Date of Project _____

Grant amount requested: (may not exceed \$400.00) _____

I. Project Description

Describe the project and the educational objectives you hope to achieve:

Explain the need for the project and who will benefit:

II: Project Funding And Budget

Identify other sources of financial support (including school funding and other grants) that you have requested but that were denied:

Source	Amount denied

Detailed Project Budget: (Remember, schools are exempt from sales tax.)

Description of Item	Quantity	Price
	Total	

Identify additional sources of funding that you anticipate receiving for this project in addition to this request. Include donated items or services.

Source	Amount