



## Teacher Mini Grants

### Application Guide

Franklin Mint Federal Credit Union Foundation will award one-time mini grants to selected K-12 teachers. These mini grants are intended to help teachers fund innovative educational experiences for their students that may not otherwise be funded.

Requests for classroom supplies, technology, books, funding for classroom projects or programs will be considered.

### **ELIGIBILITY AND SUBMISSION REQUIREMENTS**

Applications will be accepted online through December 18, 2020.

#### Submission Criteria

- Funding requests between the amounts of \$200 – \$500 are accepted
- Requests should be for specific items or resources needed to engage students and facilitate learning
- Submission must show how the Foundation's support will directly impact the student's education.
- Requested amount must fully fund items requested
- Project completion must take place during the 2020 – 2021 academic year
- Eligible schools must be located in Chester, Delaware, New Castle Counties, West Philadelphia, or University City
- Application must be submitted by a teacher in a K-12 setting
- Requested funds can be used through remote, in person or hybrid learning

The following requests are not eligible:

- Requests from schools outside areas we serve (as noted above)
- Requests for fundraising or sponsorship
- Funding for staffing or staff professional development/training
- Funding for incentives or rewards
- Funding for capital improvements to school buildings or grounds
- Funding for field trips

How to apply:

1. Fully review the application and instructions.
2. Prepare a short narrative description of your project, including budgeting.
3. Complete the online application.

### **REVIEW AND SELECTION PROCESS**

Submissions will be reviewed by a Foundation selection committee. Funding decisions will be based on:

- Amount requested
- Purpose of funds
- Educational impact
- Reach
- Engagement and achievement potential
- Need
- Location within our service area.

Recipients will be awarded based on perceived merit of the request as indicated by the criteria and funded up to a maximum of \$500.

### **GRANT RECIPIENT EXPECTATIONS**

Grant recipients will be expected to provide the following information during and/or after the completion of the project, program or event:

- Written or verbal recognition of FMFCU Foundation's contribution as appropriate.
- Examples may include: publications such as an event program, signage, photocopies of social media posts, and/or verbal reference at assemblies or public events.
- Materials and information for publicity such as: information regarding the outcome of the project, photos, testimonials and quotes from participants.
- A brief descriptive report outlining how the grant was used and reports from students who benefited from the grant.
- Proof of purchase for supplies and resources.