

The PV Schools Education Foundation, in partnership with the Professional Development Department, is funding mini-grant opportunities for teachers in the Paradise Valley Unified School District.

What is the Teacher Mini-Grant Program?

The Professional Development Department invites PVSchools' teachers to apply for mini-grants to implement innovative and project-based educational experiences for students. The mini-grants help teachers who would not otherwise have funding through school or other parent groups. PVSchools' teachers may apply for one mini-grant per school year. Grants awarded based on the submission date and available funding.

What are the Allowable Uses and Grant Amounts?

Grant requests can be up to **\$250** for an individual teacher project or up to **\$500** for a multiple teacher/grade level/department project-based learning activity. Examples of allowable projects include:

- outdoor projects such as gardens, ponds, etc. that are tied to a specific learning activity
- enrichment classroom projects that are unique and not part of everyday curriculum

What are the Unallowable Uses for the Grant?

The grants cannot be used to purchase general "capital" items. This includes:

- general classroom books and supplies
- furniture and fixtures for classroom (e.g., flexible seating)
- supplemental curriculum (e.g., curricular units from Teachers Pay Teachers, Pinterest, etc.)
- In addition, this funding is not intended for before/after school clubs, sports, or activities eligible for tax credit funding.

Questions? Please contact Julie Berlin with the Professional Development Department at jberlin@pvschools.net or (602) 449-2132.

What is PV Schools Education Foundation?

PV Schools Education Foundation is a 501(c)(3) non-profit organization that raises funds to support the Paradise Valley Unified School District's mission "to cultivate world-class thinkers." Through our philanthropic and community-wide efforts, we provide critical assistance for programs and educational opportunities to benefit students and educators throughout the district. Corporate and individual donors -- businesses, community members, parents and employees -- contribute to the Foundation. Our biggest fundraiser is our annual golf tournament in the spring.

How are the Teacher Mini-Grant applications evaluated?

- The Professional Development Department will review all applications. Scoring will be rubric based.
- The project should support the Foundation's goals of providing innovative, hands-on project-based learning opportunities for students

What is the Teacher Mini-Grant application process?

Principal approval is required with the application. Application packets will include further instructions for fulfilling reporting requirements. Grantees are required to submit a photograph of the project/activity in progress (to be used for promotional purposes by the Foundation and @PV_ProDev) and submit a brief summary/evaluation of the completed project along with a copy of receipts. Incomplete reporting will result in ineligibility to apply for future grants.

All mini-grant applications will be accepted and awarded on a rolling basis through November 1, 2019. The grant process may be reopened January 2020 pending availability of remaining funds. Applications must be returned in paper form to the Professional Development at the DAC 15032 N. 32nd St. E-mail submissions will not be accepted.

Submissions accepted through November 1, 2019

Please complete the Application Information section. Paper clip this form to your project proposal. The Project Proposal (checklist items #1- #5 below) is limited to 2 pages, maximum using font size 12 or larger. Place all application information in a blank file folder. **PLEASE DO NOT STAPLE APPLICATION PACKET.**

APPLICATION INFORMATION (Please Print):

Teacher Name(s): _____

*The check will be made out to the first teacher listed.

School: _____ Grade Level & Subject Area: _____

Email and Cell Phone: _____

Teacher's Signature(s): _____

Principal's Signature: _____

I have verified that this is an allowable use as specified in the grant application directions.

Please choose only one below:

- Individual Teacher Project (up to \$250)
- Multiple Teacher, Department or Grade Level Project (up to \$500)

Project Title: _____ Project Dates: _____

Amount Requested: _____ # of Students Impacted: _____

PROJECT PROPOSAL CHECKLIST: (Please do not include teacher or school name in project proposal.)

1.	<input type="checkbox"/>	Discuss project with principal before submitting application.
2.	<input type="checkbox"/>	Get approval from PVUSD departments, if necessary, (i.e. Facilities for Garden Projects, etc.) before submitting an application.
3.	<input type="checkbox"/>	Write a brief project description.
4.	<input type="checkbox"/>	Describe how this project will enrich your curriculum; must be tied to a classroom activity (see highlighted text).
5.	<input type="checkbox"/>	Provide a detailed budget (including resources/supplies needed and itemized costs.) Items can be purchased anywhere, not limited to district-approved vendors, since checks are made payable to individual teacher.

SUBMISSION INSTRUCTIONS:

Mini-grant applications will be accepted through November 1, 2019.

Applications must be returned in paper form to Professional Development at the DAC 15032 N. 32nd St. and may be sent via interoffice mail.

Email submissions will not be accepted.

Questions? Please contact Julie Berlin with the PD Department at jberlin@pvschools.net or (602) 449-2132.