

**Moberly Public Schools Foundation, Inc.**  
**Mini-Grant Application**

**Submission Deadline: September 21, 2018**

**Notification of successful applications: October 2, 2018**

**Grant to be presented at the October 9, 2018 School Board Meeting**

\_\_\_\_\_  
Teacher Requesting Mini-Grant

\_\_\_\_\_  
School/Grade Level

\_\_\_\_\_  
# of Students Served

Area of Interest: \_\_\_\_\_

I. Description of what you wish to do. Please be sure to include why and how this project enriches and enhances the educational program. Incomplete applications will not be given consideration.  
(Use additional sheets as needed.)

II. Budget (\$300 maximum). Be specific, all costs must be shown. (Again, use additional sheets as necessary.)

**Signature of Applicant** \_\_\_\_\_

**Signature of Building Administrator** \_\_\_\_\_  
{Signifies approval for submission of mini-grant application}

Submit digital file of Application, along with attachments to:

**Dr. Matt S. Miller, Superintendent of Moberly Public Schools**  
[mattmiller@moberlyspartans.org](mailto:mattmiller@moberlyspartans.org)

or submit a typed hard copy of application to the District Office

**COMMITTEE USE ONLY**

Approved \_\_\_\_\_ Amount Approved \_\_\_\_\_ Project Not Approved \_\_\_\_\_

Comments: \_\_\_\_\_

## Mini-Grant Terms and Conditions

- 📁 Applicants must be full-time faculty members employed by the Moberly Public Schools.
- 📁 Two or more teachers may collaborate to write one Mini-Grant, but the sum will not exceed the maximum \$300 per application.
- 📁 Teachers should propose a project they want to do with their students, but are unable to consider because of cost. Projects will be approved that "enhance" projects, programs or events. Grants are not intended to support entire projects, programs or events.
- 📁 Ideas for Mini-Grants may come from any and all instructional areas.
- 📁 Teachers are limited to one Mini-Grant per teacher per semester (Joint grants count as one award for each teacher involved.)
- 📁 Mini-Grant funds may be spent for technology, equipment, educational resources and project-specific materials.

## Funding Source

- 📁 Funding for the Mini-Grant program is provided by tax-deductible donations to the ***Moberly Public Schools Foundation, Inc.***

## Budget

- 📁 The maximum amount for a Mini-Grant is \$300.00.

## Payment

- 📁 Payment will be made directly to the Moberly Public Schools for disbursement to the grant recipient.

## Judging

- 📁 A review committee of the Moberly Public Schools Foundation, Inc. will read the Mini-Grant applications and rank them based on the above criteria. The final decision is the full and entire prerogative of the MPSF review committee.
- 📁 The committee, as a group, will choose the winner(s) after a complete review of the application. Such review may require personal interviews with those submitting the proposals and other school officials, as necessary.
- 📁 Approval will be made in the form of a letter setting out any additional specifications and requirements to the teacher making the submission for the Mini-Grant. Following official announcements of winners, the media may be contacted.