Grant Application

Applicant's Name: _____ School: _____

Grade/Class Taught:_____ Subject: _____

Phone: _____ Email: _____

Grant Title: _____ Amount Requested: _____

How Many Students will benefit from this grant? _____ Subject (science/math/ELA):_____

Has this application been pre-approved by the Middletown School Dept? Yes/No

Please attach copy of Central Office's pre-approval letter. (see Grant Guidelines #3)

Summary of Program/Request:(or submit an attached typewritten page): _____

_____

_____

_____

_____

Continue on back if necessary. Please attach any further information that may be helpful (i.e. pamphlets, programs, website links, etc).

Intended Outcome of the Program: _____

_____

_____

_____

_____

_____

_____ Continue on back if necessary. Please attach any further information that may be helpful (i.e. pamphlets, programs, website links, etc).

Cost Breakdown: (see Grant Guidelines #2g) _____

_____

_____

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_____

Continue on back if necessary.

Is partial funding available from PTG or another source: **yes/no**

If yes, how much will the other sources contribute:_____

Principal/Administrator Signature **(required):** _____ Date: _____

Applicant Signature (required): _____ Date: _____

Application Deadline: October 15 for Fall Cycle**; February 15** for Spring Cycle**.**

Please mail to: MEC, PO Box 4975, Middletown, RI 02842.

The goal of our Grants Program is to provide funding for educational programs that provide creative learning opportunities to Middletown students. In the past, those creative learning programs have come in the following forms: reading programs; theatrical and musical performances; enriching field trips; interactive student workshops that focus on art, culture and/or scientific & mathematical inquiry; artists-in-residence; and educational tools and materials otherwise unfunded. These are examples of the types of programs that we fund; however we are not limited to these types of programs.

Please review our guidelines below. If you are unsure whether your proposed program fits within our guidelines, please send us an email and we'll be glad to speak to you more specifically about the grant process and guidelines. (info@mecmec.org)

To achieve that goal we require that each Grant Application meets the following criteria:

1. The Grant program must contain an educational component that directly impacts students and has a positive impact on the curriculum, as detailed in your application.
2. Applications must be as detailed as possible, *i.e.:*
    a. School(s) served by the program;
    b. grade(s) served by the program;
    c. need for the program;
    d. quality and innovative nature of program/event;
    e. program's link to curriculum;
    f. book titles, specific software programs, specific supplies required; and,
    g. breakdown of all costs, i.e. cost of books, bus transportation, ticket price, # of students, software cost, hardware cost, etc.
3. All applications must be signed by the applicant's principal or supervising administrator and be **pre-approved** by the Middletown School Department's Central Office.
4. Applicants must be 18 years of age. Middletown students wishing to submit an application must have a teacher sign and submit the application as a co-applicant/sponsor of the application.
5. **Applications may not include**: general school supplies, Capstone Project Funding, individual teacher education, teacher salary, or funding for coaches.
6. Applications must be submitted to MEC **on or before October 15** for the Fall Grant cycle or **February 15** for the Spring Grant cycle.
7. Applications must be completed in full. Incomplete or late applications will not be accepted for review.

Grant applications are not reviewed on a first come-first serve basis. We review all Applications upon the close of the application Deadline. However, if an application is submitted that requires immediate consideration prior to the deadline, we may make an exception for that application. Please contact us by email if you have a Grant Application with a deadline before our Grant Cycle closes. info@mecmec.org.

By accepting a MEC Grant, you agree to participate in the MEC Annual Meeting and Grant Showcase. The Middletown Education Collaborative holds its Grants Showcase each spring in order to display and celebrate the accomplishments of teachers and students made possible through grant monies awarded by MEC. This event is open to the public.

Pursuant to Middletown Public School Department policy, all purchases of the Approved Grant materials/programs must be made through the school department. Applicants must submit a purchase order/invoice to the School Department for these materials. MEC will then reimburse the Middletown School Department for all approved expenditures.