

## **DIRECTION SHEET**

**CEA FOUNDATION MINI GRANT PURPOSE STATEMENT:** *To empower CEA members, in good standing, to design and implement innovative opportunities that will ultimately lead to higher achievement for all students.*

**Early Educator Mini Grant**                      **20**      **\$300 grants**

- Open to CEA members in Years 1-5 of their career
- Examples: building classroom libraries, class supplies, interactive bulletin boards, flexible seating, building sensory labs, math manipulatives, etc.

**STEM/STEAM Mini Grant**                      **10**      **\$600 grants**

- Open to all CEA members
- Examples: STEM/ STEAM trade books, lab kits, coding sets, paying for competitions and/or food for students in competitions, starting a STEM/STEAM Club at your school, etc.

**General Mini Grant**                              **25**      **\$320 grants**

- Open to all CEA members
- Examples: building class sets of station activities, creating interactive bulletin boards, flexible seating, building character education units, beginning an after-school arts or academic club, etc.

**Steps to completing your CEA Foundation Mini Grant:**

1. Determine the appropriate CEA Foundation Mini Grant you wish to apply. (See descriptions above)
2. Complete the Application Sheet. (Attached)
3. **Turn in the completed application to the CEA Office no later than 4:30 PM**

<b>Semester 1</b>	<b>November 11, 2019</b>
<b>Semester 2</b>	<b>March 25, 2020</b>

**Some Helpful Hints:**

- ☺ Grant applications must align with the CEA Foundation Mini Grant Purpose Statement.
- ☺ Grant applications must show innovative learning opportunities. For example:
  - an Early Educator Mini Grant might be for a class set of science lab materials for more hands-on authentic learning experiences.
  - a STEM/STEAM Mini Grant might include a class lab that includes K'NEX sets, coding robots and/or light blox kits.
  - A general grant might include class sets of fabric markers/ poster sets/ fine tip markers, paint and sidewalk chalk for an arts integrated unit.
- ☺ CEA encourages members to truly think about supplies, materials and programs you personally fund.
- ☺ Remember—the grant must cover ALL costs including food, transportation, consumables, etc. for the specified duration of the grant.
- ☺ Each grant covers ONE academic school year.

**APPLICATION SHEET**

**CEA FOUNDATION MINI GRANT PURPOSE STATEMENT:** *To empower CEA members, in good standing, to design and implement innovative opportunities that will ultimately lead to higher achievement for all students.*

Member Name \_\_\_\_\_  
Personal Phone \_\_\_\_\_ Personal Email \_\_\_\_\_  
Unit \_\_\_\_\_ Application Date \_\_\_\_\_

Which CEA Mini Grant are you applying for? (Choose ONE)

- Early Education Grant                      20 grants awarded up to \$300 each
- STEM/ STEAM Grant                            10 grants awarded up to \$600 each
- General Grant                                    25 grants awarded up to \$320 each

Name of Project \_\_\_\_\_  
Number of students impacted \_\_\_\_\_ Location \_\_\_\_\_

**PURPOSE STATEMENT**

- How will this program/ lesson provide innovative instructional opportunities for students?
- How will this program/ lesson lead to higher achievement for all students involved?

**PROJECT DESIGN EXPLANATION**

- Explain the logistics of your program/ lesson. (ie: Who will lead, what will students be doing, when (beginning and end dates) and where will the program/ lesson take place?)
- Why is this program/ lesson needed/ why are the resources needed to implement the program/ lesson?

CEA FOUNDATION MINI GRANT APPLICATION

**DETAILED PRICE LIST FOR IMPLEMENTATION**

- Where will items be purchased for this program/ lesson?
- List each item needed from the beginning to completion for this program/ lesson.

STORE: \_\_\_\_\_

Item	Item Number	Cost per Unit	Quantity Needed	Total Cost
EXAMPLE	123456	\$10.00	5	\$ 50.00

*By accepting the CEA Foundation Mini Grant, the member agrees to submit progress updates and to share with fellow CEA members the program/ lesson at least once the duration of the program/ lesson. This could be accomplished via written documentation/ photographs posted on CEA’s website, CEA’s Facebook page or other social media outlets administratively held by CEA. Additionally, a Student Release Form for each photographed student in the update must be included with each update sent to CEA.*

**MEMBER SIGNATURE AND DATE**

<b>COMMITTEE ONLY:</b> Member Notified (date) _____		Check one: phone call <input type="checkbox"/> text <input type="checkbox"/> email <input type="checkbox"/>		
<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED	<input type="checkbox"/> APPROVED WITH STIPULATIONS: _____		
Approval Date _____	Receipts Due _____	Begin Date _____	End Date _____	