



## Classroom Grant Application Guidelines

**Mission Statement:** *The Owen J. Roberts Education Foundation will secure funds through philanthropic means and engage all members of the community to support educational innovation and the mission of the OJR School District.*

### Application:

Each year the OJREF will allocate a portion of their fund balance for Classroom mini-grants. Some of these funds will be a result of EITC donations and will have limited scope of application. Requests may be submitted to OJREF throughout the year and will be reviewed by the Allocation Committee and submitted to the Board for approval. ***Grants will be awarded as funds are available. Your ambassadors will notify you when applications are being accepted.***

### Who May Apply?

Certified Teachers and Administrators of the School District are eligible to apply for grants.

### What Projects Are Eligible?

- All projects that fulfill the missions of OJRSD and OJREF and that are approved by the building principal and the Director of Technology (if appropriate) will be considered.
- Projects that are innovative in nature and represent a fundamental advance in the manner in which curriculum is taught are most welcome.
- Grant funds may be used for educational materials and supplies (computer hardware and/or software, scientific or mathematical equipment, etc.) as part of innovative educational initiatives.
- Any equipment purchased through this grant becomes the property of the educational institution for which you work at the time of the grant application.
- Grant requests may be only partially funded, or wholly funded, depending on available resources.
- Grant funds are not permitted to be used for salaries, teacher stipends or transportation.

### How do I apply?

Classroom Grant applications are on our website ([www.ojref.org](http://www.ojref.org)). **Questions should be directed to [grants@ojref.org](mailto:grants@ojref.org).** To expedite the approval of your application, be sure to include all of the requested information.

**Please note:** *Final project evaluation and cost documentation for grants awarded and implemented during the current school year must be submitted no later than November 30th the following year. A reminder will be sent in early fall.*



**Classroom Grant Application**



## Classroom Grant Application

# Owen J Roberts Education Foundation Classroom Grant Application Notes

### Project Requirements:

- If you will be purchasing equipment or software, be sure to check with your school's technical staff to verify that all necessary requirements have been met. If equipment is requested, please note the current availability of that equipment in your building.
- All expenses should be documented in the final project evaluation.
- Equipment or intellectual property acquired through the grant shall be the property of the Owen J. Roberts School District.

### Project Evaluation

If you are the recipient of an OJREF mini-grant for this academic year, an evaluation of the project and/or materials purchased is expected to be submitted no later than November 30 th the following year.

This evaluation should include:

- Details of the anticipated benefits and how they were observed, measured, or otherwise demonstrated
- Opinion or critique as to whether the project did or did not meet your expectations and should or should not be replicated in other disciplines or another classroom cycle.
- Pictures, videos, and/or documentation of student activities. All pictures of students must be approved for publication.

Grant recipients may be asked to present their project results at school district meetings or Foundation events.

When applicable, OJREF Board members may ask to see the project and or materials in action with the students.

Thank you for your dedication,

Kathy Stamm  
OJREF Allocations Chairperson