

TAM HIGH FOUNDATION MINI GRANTS

DUE 5:00 PM, FRIDAY, SEPTEMBER 22, 2017

The Tam High Foundation is now accepting mini grant proposals for projects with a total cost of less than \$12,500.

THF is interested in funding projects that align with our mission:

“To foster academic excellence and innovation in education for every student at Tam High by funding relevant and original ideas brought forth by the school community.”

THF also seeks to support projects that have as broad an impact as possible. All projects should enhance the learning environment, supporting you and your students in ways that the regular budget doesn't allow. The budget for a mini grant proposal must be less than \$12,500. If you have a project that exceeds that limit, THF has a major grant program in the spring.

Please note:

- Requests for out-of-classroom experiences are not directly granted by the THF. The Foundation provides an Experiential Learning Fund that is managed by JC Farr.
- Mini grant proposals must be submitted via email using the attached proposal form to **both** Grant Committee co-chairs, Jennifer Wolfe (415.640.5110) and Joan Korngut (415.760.0100) at:
 - jenniferannwolfe@gmail.com
 - joantkorngut@gmail.com
- The deadline for submission is Friday, September 22, 2017 at 5:00pm. Late submissions will not be accepted.
- After review by the Grants Committee, you may receive an email request for additional information. Prompt response is appreciated.
- The Committee's recommendations will be presented and voted upon at the THF board meeting on October 16, 2017.
- Funding decisions will be emailed no later than October 20, 2017.
- Funding requests must be submitted to the Budget Secretary within 90 days of notification of a grant approval.
- Teachers whose mini grants receive funding will be required to participate in an evaluation process.

We look forward to receiving your mini grant applications!

2017-18 TAM HIGH FOUNDATION MINI-GRANT PROPOSAL

1. List your name(s) - please identify a project leader if there is more than one applicant, or if applying as a group, department, role, and contact information
2. Provide project name and summary, including a brief description of the project, its goals and objectives, and the grade levels and number of students who will benefit.
3. Describe how this project is innovative, will impact student learning and enhance students' opportunities to meet learning objectives.
4. Outline your implementation plan, including projected dates.
5. List amount of funding requested (must be under \$12,500). Please attach a detailed budget including shipping and taxes. If your grant request is IT related, review the District list of IT equipment that is supported/recommended for the upcoming school year. We highly encourage you to select your items from this list and utilize the pricing indicated. Devices that the District has listed as being unable to support will not be funded.
6. If your grant has multiple components, prioritize requested items.
7. Provide date you expect to request funding from the Budget Secretary. Note – retroactive funding requests cannot be granted.
8. Have you summited a similar grant application in the past and, if so, when?

Signature of Applicant and Teacher Leader

Applicant

Date

Teacher Leader

Date

Thank you for your grant request and your commitment to Tam High students.