



Maize PTO Grants-To-Teachers Program Guidelines

Purpose:

To provide funding for student educational enrichment programs for the classroom and/or larger groups of students within the USD 266 Maize School District that would not otherwise be funded by the district.

Grants:

A total of \$2000 in grants will be awarded on an annual basis as funding allows. Teachers may apply for up to \$500 and will be awarded an amount based on the actual cost of their proposal. Receipts will be required to substantiate proposals once grants have been awarded. After receiving an award applicants will be ineligible to apply for additional grants for 5 years to allow others in the district to benefit from the program. Recipients must be members of PTO and have paid their \$5 membership.

Implementation Period:

Grants will be awarded at the August PTO Open House Meeting for implementation of programs in the fall semester.

Due Date:

All applications should be submitted to Dianne Terrell at Central Office no later than 4 p.m. on **May 27, 2011**.

Selection Criteria:

- The degree to which the project represents creative teaching ideas and innovative approaches to the accomplishment of proposal objectives.
- Proposals should address new projects rather than those accomplished or underway.
- Proposal shows benefits to current students and future students alike.

Selection Process

- Application forms are available from your school PTO Teacher Representative or online at the PTO homepage on usd266.com.
- Applications must be complete and be submitted on time.
- Applications will be screened for the degree of compatibility with district goals, programs already in place and representation of best practices.
- Applications will be processed by a grant judging committee consisting of PTO parent representatives.
- Applicants will be notified of decisions in mid-June and awards will be granted at the August PTO Meeting.

Responsibilities of Grant Recipients

- Use the award as approved in the grant proposal.
- Provide receipts for all expenditures.
- Share the outcomes of the program with PTO at the annual Chili Supper in January.