

PTEF Creative & Innovative Educator Grants

FREQUENTLY ASKED QUESTIONS

Where can I find information about the application process for the grants?

Visit www.ptef.org/grants/how-to-apply for all the information you will need to submit an application. Please read the instructions on this page carefully and completely.

Can I submit a paper application as I've done in past years?

No. PTEF is only accepting online applications for Creative & Innovative Educator Grants. You can find the online application here: www.ptef.org/grants/online-application. You will need to complete the application in one setting as there is no log in process (for protection of sensitive data). You can find all the questions at www.ptef.org/grants/how-to-apply. Simply copy and paste the questions into a Word document you can save to formulate your responses at your own pace. Once you are satisfied with your responses—and your principal has given their approval—copy and paste them into the online application before submitting.

Can I apply for more than one grant?

Yes. Each staff member may apply for one Grant A and one Grant B individually or as a lead applicant on a group project. A staff member is not limited in how many grant projects he or she can take part in as a supporting team member. Please note: You may NOT apply for funding for the SAME project as both Grant A and Grant B.

Are there any projects PTEF will NOT fund?

Yes. The following types of requests are typically denied funding by the PTEF grants selection committee—

- Needs-based requests, such as:
 - Alternative seating
 - Sets of leveled readers
 - iPads
 - Infrastructure (i.e. a fence for a playground or hardware to install a smart board)
 - ****Exceptions are sometimes made if the applicant makes a compelling case for how these items will be utilized in a creative or innovative way.****
- Requests for drones or other items not covered under the district's liability, or that otherwise violate district policies. If there is any question, the selection committee will err on the side of NOT funding the project.

What type of project will be considered for Grant B (up to \$5,000) funding?

PTEF introduced a new grant type last year, which allows staff to apply for a higher amount of funding than has ever before been granted for any one project. By offering this Grant B option, PTEF hopes to support very special projects that have a wider and/or deeper impact on students. Projects that affect larger numbers of students (an entire grade level or school, as opposed to one classroom) or have a lasting impact over multiple years are particularly attractive to the committee. Most importantly, the project must stand out among the rest in terms of creativity and innovation.

What are some of the top tips to keep in mind when completing my application?

Below are some of the grants selection committee's top tips for applicants:

- *Read the application instructions in their entirety (early and often).* Each year, several applications are disqualified because they fail to follow the instructions set forth.
- *Do your research.* Include supporting data as to why and how the project you have planned will have a positive impact on students. Members of the grants selection committee are not always experts in education—don't take it for granted that they will know why your project is worthy of funding.
- *Don't wait until the last minute to start the application.* Take time to review and edit your application. Spelling, grammar, punctuation, and other preventable mistakes can distract the reader and therefore take away from the content of the application.
- *Utilize PTEF staff as a resource.* Contact Amelia Miller at amiller@perryschools.org/ext. 2395 with questions or concerns as you plan your project and application. Staff members are not involved in selecting grant recipients and are therefore available to be a confidential and impartial resource for you.