

# 2022-23 MCEF Small Grants for Teachers

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*Unity Foundation of La Porte County*

## *PROGRAM INFORMATION*

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The **MICHIGAN CITY EDUCATION FOUNDATION** was established to enhance the experiences of the children in Michigan City Schools. Our purpose is to improve the quality of education by offering financial assistance to teachers so that they may develop and implement creative programs in the classroom. Our small grants program is designed to give teachers a chance to develop creative programs and turn them into classroom activities that promote real learning for children. Teachers may use their grants to fund activities in math, science, language arts, reading, social studies, art, music, and drama. We encourage projects that reflect enthusiasm from the teacher and offer students new and challenging educational experiences. Our goal is to make learning relevant, interesting and effective for your students. Grant funding may not be used to pay district personnel. Special projects and the materials needed to implement them are preferred over materials to enhance the general classroom.

**Who is eligible to apply?** MCEF accepts applications from teachers in K-8 schools serving Michigan City. (Barker Middle, Coolspring Elementary, Edgewood Elementary, Joy Elementary, Knapp Elementary, Krueger Middle, Lake Hills STEM Magnet Elementary, Marsh Elementary, Notre Dame Catholic School, Pine Fine Arts Magnet Elementary, Queen of All Saints Catholic School, Springfield Elementary, St. Paul Lutheran School, and St. Stanislaus Kostka Catholic School)

**How much money is available?** Each grant applicant may request up to \$500. There will be multiple recipients each year. Multiple teachers may collaborate using one application.

**How will recipients be chosen?** A committee comprised of individuals from the Michigan City

area education and business community will review the applications. This committee will then make recommendations to the Unity Foundation Board of Directors for approval.

### Timeline

- Applications must be submitted by Friday, September 2.
- Awards will be announced and funds will be available in October.
- Recipients are required to submit a report detailing project implementation and outcomes by Friday, June 16. Pictures are encouraged as part of the report.

### INSTRUCTIONS

Your application becomes valid only when completed in its entirety by **Friday, September 2, 2022**. Be sure to answer all questions thoroughly and to the best of your knowledge. You may start your application and work on it over time by clicking "Save".

It is your responsibility to inform your school administrator of your proposed project/application. As a part of this application, you will be asked to confirm that he or she approves of your application.

Please update Unity Foundation with any changes to your contact or school information. Add "unity@uflc.net" and "lvarga@uflc.net" to your contacts, e-mail address book, or safe senders list to avoid messages regarding your application being blocked or identified as spam.

If you have questions please contact:

Lauren Varga, Unity Foundation of La Porte County  
 lvarga@uflc.net  
 (219) 879-0327  
 (219) 210-3881 (fax)

### *ADDITIONAL APPLICANT*

#### **Additional Applicant Information\***

Is there another teacher applying to be included in this request?

#### Choices

Yes

No

### ADDITIONAL APPLICANT INFORMATION

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#### Name of Additional Applicant 1\*

Character Limit: 250

#### Email Address of Additional Applicant 1\*

Character Limit: 254

#### Additional Applicant 2\*

Is there another teacher applying to be included in this request?

##### Choices

Yes

No

### SECOND ADDITIONAL APPLICANT INFORMATION

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#### Name of Additional Applicant 2\*

Character Limit: 250

#### Email Address of Additional Applicant 2\*

Character Limit: 254

### PROJECT OVERVIEW & DESCRIPTION

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#### Project Title\*

Character Limit: 100

#### Grade Level\*

Select all that apply.

##### Choices

Pre-K

Kindergarten

Grade 1

Grade 2

Grade 3

Grade 4

Grade 5

Grade 6

Grade 7

Grade 8

#### Is this project designed for Special Education?\*

##### Choices

APPLICATION PREVIEW

Yes

No

**Is this a one-time or multi-use project?\***

**Choices**

One-time

Multi-use

**How many students will be impacted this school year?\***

*Character Limit: 250*

**Including yourself, how many teachers will be implementing this project?\***

*Character Limit: 250*

**Primary Academic Area\***

**Choices**

Art/Music/Drama

Language Arts

Mathematics

Reading/Literacy

Science

Social Studies

Student Success

Technology

Other

**Is this project designed to be interdisciplinary?\***

**Choices**

Yes

No

**Additional Academic Content Areas**

*Select any additional academic content areas that apply.*

**Choices**

Art/Music/Drama

Language Arts

Mathematics

Reading/Literacy

Science

Social Studies

Student Success

Technology

Other

APPLICATION PREVIEW

### Project Summary\*

Please provide a 1 or 2 sentence high level view of your project. This brief description may be utilized for publications regarding grant awards.

Character Limit: 250

### Describe project including activities in which the students will participate.\*

Character Limit: 1000

### Describe learning objectives and expected outcomes of the project.\*

Character Limit: 1000

### Describe your intended method of measuring the project's success.\*

Character Limit: 1000

### Describe what makes this project unique and creative.\*

Character Limit: 1000

### Describe the project's timeline, including start and completion dates.\*

Character Limit: 1000

## BUDGET

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### Project Budget\*

What is the total amount of your request?

Character Limit: 20

### Budget (Upload)\*

Complete the Budget Worksheet, save it as a PDF and upload it here. Additional spaces are provided below if you desire to include additional documents to support the costs. All uploads must be in PDF format.

File Size Limit: 3 MB

### Additional Quotes or Materials

Please provide a brief description of the item(s) you are uploading. If you have multiple items to upload, please merge them and upload them as one file or upload them individually in the provided spaces. All uploads must be in PDF format.

Character Limit: 1000 | File Size Limit: 3 MB

### Additional Quotes or Materials 2

File Size Limit: 3 MB

### Additional Quotes or Materials 3

File Size Limit: 3 MB

## *PRESS & MEDIA RELEASE*

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### **Press & Media Release\***

If selected to receive grant funding, I authorize Unity Foundation of La Porte County to use my name, likeness, and project related information in any media form and type of publication, including newsletters and annual reports.

#### **Choices**

Yes

No

## *ADMINISTRATOR ACKNOWLEDGEMENT*

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### **School Administrator/Principal Name\***

*Character Limit: 250*

### **Administrator Acknowledgement\***

I certify that I have informed my school administrator/principal of my proposed project and application, and he or she approves.

#### **Choices**

Yes

No

## *CERTIFICATION & INFORMATION*

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### **Certification\***

I certify that I will use any grant funds awarded as I have outlined in this application, and that I will return any unspent funds to the Unity Foundation of La Porte County at the conclusion of this school year.

#### **Choices**

Yes

No

***SMALL GRANTS ARE INTENDED TO TURN GOOD IDEAS INTO GOOD TEACHING!***

You may review your grant application, even after it is submitted, up until the deadline by logging into this site. If you want to make changes to your application once it has been submitted, please contact us prior to the deadline. If your contact information changes, it is important to update it here via the Profile feature (in the upper right corner of the screen when logged in).

Please visit our website at [www.ufc.net](http://www.ufc.net) and Like our Unity Foundation of La Porte County, Home Team of La Porte County, and Love our Lakes Facebook pages to stay up to date regarding Unity activities and grant deadlines.

**APPLICATION PREVIEW**