



# Rock Island-Milan Education Foundation P.R.I.M.E. Grant Application

The Rock Island-Milan Education Foundation (RIMEF) was established in 1986 to assist with the financial needs of District 41. Our mission is to “Enhance Academic Opportunities for Student Success.”

## **P.R.I.M.E. Grant Criteria:**

Eligibility for a grant from the RIMEF requires that you must be an educator (Pre-K to 12) in the Rock Island-Milan School District #41. If awarded a grant, recipients must use the grant to implement the educational program described in the application. The program must:

- Expand, enhance, and improve the classroom’s academic environment
- Access a broad range of students and involve them directly
- Be implemented within one semester of award date unless specifically mentioned and approved in the application
- Develop alternative and effective methods of instruction
- Be endorsed by the principal of the applicant’s school and appropriate district administrator
- Directly align to the District standards/programs or School Improvement Plan (SIP)
- Technology requests need to align with the District’s requirements and receive their approval

## **The following types of items WILL NOT be funded:**

- In-service and training programs for personnel
- Landscape projects, clubs, or food
- Field trips

## **Grant applications will be reviewed on a competitive basis as follows:**

- Project goal
- Description of proposed project and relationship to current curriculum standards or SIP
- Plans for evaluation of the project
- Budget request
- Sustainability Plan – how project will be funded in the future outside of the PRIME Grants

## **Grant Rules:**

- Each educator may submit only one grant application per calendar year.
- If a teacher moves schools and the grant funds were not yet used, the funds must be returned to the RIMEF.
- Requests to move any materials that were received under a grant must be approved by the Curriculum Office.
- Approved grant notices will be sent to the applicant and principal of the applicant’s school.
- The checks will be deposited in a district account, and the applicant will receive a budget code for ordering.
- **The applicants agree to account for and report on the project once funded before the next granting cycle begins.** Award of additional grants in the future is contingent on adequate reporting of previous grants.

Please forward your completed P.R.I.M.E. Application with required Application Cover Sheet signatures to the Department of Teaching & Learning.

# Rock Island-Milan Education Foundation PRIME Grant APPLICATION COVER SHEET

This is the same grant application cover sheet as required by the District's office of Teaching and Learning. Please complete all forms. Applications must be reviewed and routed in the following order before submission to the granting body:

- |                        |                                       |
|------------------------|---------------------------------------|
| 1. Principal           | 3. Director of Technology (if needed) |
| 2. Teaching & Learning | 4. Chief Financial Officer            |
|                        | 5. Superintendent                     |

Name of Grantor: Rock Island-Milan Education Foundation

Project Title: \_\_\_\_\_

Grant Applied for by: \_\_\_\_\_  
(Individual)

School: \_\_\_\_\_

I have reviewed the attached grant application.

Principal	Date
Dept. of Teaching & Learning	Date
Director of Technology	Date
Chief Financial Officer*	Date
Superintendent	Date

\*Copies of the cover sheet and accompanying information should be filed in the Business Office and the Department of Teaching and Learning.



# P.R.I.M.E. Grant Application

Applicant Name: \_\_\_\_\_

School: \_\_\_\_\_

Position/Grade Level: \_\_\_\_\_

Name of Grant/Project: \_\_\_\_\_

\$\$\$ Amount Requested: \_\_\_\_\_

Will you continue with project if you do not receive full funding? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you applied elsewhere to fund this project? \_\_\_\_\_ Yes \_\_\_\_\_ No

If so, where and for what amount?

If you received a grant for the 2017/2018 school year, did you submit a report to the Foundation?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\* If your project includes technology – hardware and/or software – it must be approved by the Technology Department. It is advised to get his approval in advance. Email your project description to [troy.bevans@rimsd41.org](mailto:troy.bevans@rimsd41.org). His approval signature will be included on the Application Cover Page.

Please check the proper grant category:

- Teacher Grant:** For individual educators for classroom use. **\$1,500 maximum.**
- School/Departmental Grant:** For projects that affect several grades, a department, or the entire school. **\$3,000 maximum.**
- Multi-School Grant:** Must affect students throughout either all elementary schools or all junior/senior high schools. **\$5,000 maximum.**

**GRANT DEADLINES**  
**Proposals may be submitted any time until June 12, 2018.**  
**Applications must be received at the Administration Center by 4:00 PM on**  
**Tuesday, June 12, 2018.**

Applicants will be notified of their grant status by July 20, 2018 with grants announced at the Staff Institute on Tuesday, August 1. All funds will be available in August through Jen Barton, Supervisor of Accounting – [jennifer.barton@rimsd41.org](mailto:jennifer.barton@rimsd41.org).

**Please complete the following information and attach additional sheets if necessary.**

**1. Project name and goal:** (Consider: What is your project? What is its purpose – the “problem” it is solving? How is your project instructionally innovative? Please give your project a name.)

**2. Describe proposed project and how it relates to the current curriculum, District standards or School Improvement Plan:** (How does it drive learning? If you’re requesting funding for technology, how do you plan to use it to enhance learning?)

**3. Plans for evaluation of the project:** (How will you know your project was successful? You will be asked to submit a grant reflection form; you should know and communicate to us if and how the project was successful and ways in which it might have been better.)

**4. Budget request: (please be as specific as possible)**

**5. Sustainability Plan:** (If the project is successful and you would implement again, what other sources of funding may be available?)