



# United Education Foundation

Carbon Cliff - Barstow | Colona | East Moline | Hampton | Silvis | United Township

<http://uefqc.org/index.php>

To: United Education Foundation Partner Schools  
From: Susan Koska, UEF President  
Re: The United Education Foundation Mini-Grant Program Request for Proposals  
Date: 28 August 2018

The United Education Foundation (UEF) is once again sponsoring a Mini-Grant Program for the 2018-2019 school year. Mini-grants may be written in any academic area including, but not limited to, science, language arts, mathematics, health/physical education, fine arts and technology.

The purpose of the Mini-Grant Program is to encourage the development of innovative classroom or school-based curricular/instructional projects that will impact student learning. Mini-grants may be submitted by a single teacher or by a subject-area or grade-level team. The maximum award for each grant proposal selected will be \$250. This amount may be awarded as a single project or as multiple awards.

The mini-grant proposals will be judged using the following criteria:

- Meeting identified needs of students
- Actively involving students in learning
- Addressing state/district learning standards
- Extending, enriching, or enhancing the "regular" program
- Making learning fun

In addition, bonus points will be added to proposals that integrate subject areas.

Proposals must be received on or before Friday, September 21, 2018, at 4:00 p.m. Proposals received after that date/time will not be considered. An application for proposal can also be found on the Foundation's website: <http://uefqc.org/index.php>. Completed proposals are to be sent to:

**United Education Foundation**  
**Attn: Susan Koska**  
**United Township High School**  
**1275 Avenue of the Cities**  
**East Moline, IL 61244**

Funded mini-grant projects will be announced by Friday, October 19. The UEF will host an awards reception on October 29 at 4:00 p.m. in the Administrative Center at East Moline School District #37. Materials for those projects may be ordered after October 29, 2018, allowing those projects to be implemented during the 2018-2019 school year.

If you have any questions, please contact Dr. Jay Morrow at 309-752-1611 or [jmorrow@uths.net](mailto:jmorrow@uths.net).

**UNITED EDUCATION FOUNDATION  
MINI-GRANT PROGRAM  
INFORMATION AND GUIDELINES**

The accompanying Request for Proposal, including budget page, must be received on or before Friday, September 21, 2018, at 4:00 p.m. Proposals must follow the Request for Proposal format in order to be considered. Requests may be made for a single classroom or multiple classrooms. Only one request per project. It may not be possible to fund multiple projects from one applicant.

Proposals will be judged using a 1-10 point scale for each of the following criteria:

Identified Need(s)	The proposal meets the learning needs of students.
Active Learning	Student-centered instruction that requires students to think, question, manipulate, discover, and/or problem-solve to learn skills and concepts.
Address Learning Standards	The proposal and its activities are aligned with state/local learning standards and/or benchmarks
Extend, Enrich, or Enhance the "Regular" Program	Activities which go beyond the standard curriculum and traditional instruction to present learning in new and/or different ways.
Affective Domain (Make Learning Fun)	Activities which make learning "come alive" for students by taking it out of the textbook and putting it in the real world.

Proposals may receive up to five "bonus" points for projects that integrate two or more subject areas. (Maximum points possible = 55.) Proposals will be rank-ordered and selected based on points.

The maximum award for any proposal (whether for a single classroom or multiple classrooms) will be \$250. Proposals may be selected, but the final budget dollar amount may be reduced. Awarded dollars may be used for such things as materials and supplies, books, periodicals, computer software, videos, curriculum materials, equipment, field trips, and classroom speakers. It may not be used for college tuition, teacher stipends, workshop costs or substitute teacher costs.

Award checks will be made payable to the recipient's school district and sent to that district's superintendent for distribution. It is recommended that each school district follow its normal procedures to expend the mini-grant funds. All awarded mini-grant dollars must be spent prior to the end of the 2018-2019 school year.

Completed proposals are to be sent to: United Education Foundation  
Attn: Susan Koska  
United Township High School  
1275 Avenue of the Cities  
East Moline, IL 61244

**UNITED EDUCATION FOUNDATION  
MINI-GRANT PROGRAM  
2018-2019 SCHOOL YEAR  
REQUEST FOR PROPOSALS**

Title of Project

Applicant(s)' Name(s)

Applicant(s)' email(s)

Name of School

Date submitted

Total dollars requested

Number of students served

Student Grade level(s)

1. Describe the needs that are being met by this project.

2. What state/district learning standards are being addressed by this project?

3. Provide an overview of the project making sure to address: a) how it provides for active learning; b) how it extends, enriches or enhances the regular program; and c) how it makes learning fun for students.

4. How will the project be evaluated?

**UNITED EDUCATION FOUNDATION  
MINI-GRANT PROGRAM  
2018-2019 SCHOOL YEAR  
BUDGET FORM**

Title of Project

Category

Amount Requested

Personnel (consultants/speakers/resource persons)

Supplies and instructional materials

Equipment

Other

Total Cost    \$