



# 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: 11 September 2020

The United Education Foundation (UEF) is once again sponsoring a Mini-Grant Program for the 2020-2021 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, technology, and distance learning.

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

Proposals must be received on or before **THURSDAY, OCTOBER 15, 2020 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 can be emailed to Dr. Jay Morrow, [jmorrow@uths.net](mailto:jmorrow@uths.net). Proposals can also be sent via USPS mail 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 on **Monday, October 26** at the UEF Board meeting. Materials for projects may be ordered after October 26, 2020, allowing those projects to be implemented during the 2020-2021 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 **THURSDAY, OCTOBER 15, 2020, 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.

Each school district will follow its normal purchasing procedures to expend the mini-grant funds. Requests for reimbursement may be submitted with receipts once funds are expended. One reimbursement check per district will be issued. All awarded mini-grant dollars must be spent prior to the end of the 2020-2021 school year.

Completed proposals can be emailed to Dr. Jay Morrow, [jmorrow@uths.net](mailto:jmorrow@uths.net), or sent via USPS mail to:

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**UNITED EDUCATION FOUNDATION  
MINI-GRANT PROGRAM  
2020-2021 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  
2020-2021 SCHOOL YEAR  
BUDGET FORM**

**Title of Project**

**Category:**

**Amount Requested:**

Personnel (consultants/speakers/resource persons)

Supplies and instructional materials

Equipment

Other

**Total Cost     \$**