



## INDIANA RETIRED TEACHERS FOUNDATION ACTIVE TEACHER GRANT APPLICATION COVER SHEET

### GUIDELINES:

The **Indiana Retired Teachers Foundation (IRTF)** has grants available. A maximum of \$500 will be awarded per grant and a minimum of one grant will be awarded in each of the ten Regional Areas. These special grants will provide additional funds to **public school educators (Pre-K through 12 who are TRF members)** so that their students will have the means to participate in special projects.

**Deadline:** Application Cover Sheet and Sections 1 through 4 materials must be submitted by **September 30**.

**Funds:** Funds may be appropriated in the areas of resources, leadership, research, or materials used by an active Indiana public school teacher.

**Winners:** Winners will be notified by October 31. A one page follow-up report is requested from the grant recipient by May of the following year.

Thank you for your interest and intent to further the excellence of education in the State of Indiana. For questions about this application, please contact the IRTA office at 1 (888) 454-9333 or <http://www.retiredteachers.org>

### APPLICATION:

NAME OF APPLICANT \_\_\_\_\_

E-MAIL ADDRESS OF APPLICANT \_\_\_\_\_

APPLICANT HOME PHONE (\_\_\_\_) \_\_\_\_\_ APPLICANT CELL PHONE (\_\_\_\_) \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_

SCHOOL CORPORATION \_\_\_\_\_

COUNTY \_\_\_\_\_

SCHOOL NAME \_\_\_\_\_

SCHOOL OFFICE PHONE (\_\_\_\_) \_\_\_\_\_

SCHOOL ADDRESS City/State/Zip Code \_\_\_\_\_

SIGNATURE OF SUPERINTENDENT (OR SUPERINTENDENT'S DESIGNEE) \_\_\_\_\_

NAME OF LOCAL NEWSPAPER \_\_\_\_\_

WEBSITE, PHONE NUMBER & CITY OF NEWSPAPER \_\_\_\_\_

(Revised 4-16)  
Office Use Only: IRTA Region \_\_\_\_\_

## **INDIANA RETIRED TEACHERS FOUNDATION GRANT APPLICATION SECTIONS**

### **SECTION 1. Title and Description**

In 50 words or less, describe your school or classroom project. Please identify the population involved and include a detailed description of the demographic area for which the funds will be used.

### **SECTION 2. Purpose of the Project**

State the overall goal or objectives for pursuing your project. Explain what you hope to accomplish at the completion of the grant.

### **SECTION 3. Evidence of Need**

Demonstrate the need for your project.

### **SECTION 4. Proposed Budget Explanation**

Attach an estimated list of materials and supplies to show how the grant money will be spent.

## **APPLICATION CHECKLIST**

ASSEMBLE YOUR APPLICATION IN THIS ORDER.

1. APPLICATION COVER SHEET (previous side)
2. SECTIONS 1 THROUGH 4 COMPLETED. SECTIONS 1 THROUGH 4 SHOULD NOT EXCEED 4 PAGES. THE APPLICATION COVER PAGE DOES NOT COUNT TOWARD THE 4 PAGE LIMIT.

**REMINDER: YOU MUST SUBMIT THE ORIGINAL APPLICATION COVER SHEET AND SECTIONS 1 THROUGH 4 TO THE IRTA OFFICE BY SEPTEMBER 30.**



**INDIANA RETIRED TEACHERS FOUNDATION  
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