

***The Foundation for Jonesboro Public Schools
Educator Grant Program
Instructions for Application***

The Foundation for Jonesboro Public Schools is happy to continue plans to finance a limited number of mini-grants for the 2019-2020 school year! The Foundation has been raising money through sale of Memorial Bricks in front of the Performing Arts Center. The Foundation wants to use some of that money each year to help educators fund curriculum-enhancing projects and materials that have no other funding source. Grants will be awarded for things such as creative instructional projects, educational materials, and curriculum-related field trips. Applications must be submitted to Marcie Cheatham at Central Office by **Tuesday, September 3, 2019 at 4:30pm**. Receipts for purchases along with a self-evaluation of the project must be returned to Central Office 30 days after completion of the grant project. Projects should be completed/items purchased by the end of the 2018-2019 school year. Grants recipients will be notified by a group of committee members from the Foundation for Jonesboro Public Schools by Sept. 17-21. Please include the following information in your grant application:

1. Cover Page (see attached form)

2. Project Narrative

Project narratives should not identify the instructor or the school by name. Those that do will be disqualified. Keep the narrative brief, but specific. Please include the following:

a. Project Title

b. Purpose

*Describe the project/item in 100 words or less.

* Tell what you hope to achieve and reason the project/item is needed.

c. Standards

* List the standards that will be covered.

d. Instructional Procedures/Activities

* Describe instructional procedures, methods or activities which will be utilized.

* Be specific. List steps, relate them to purpose and standards, and include a timeline.

e. List any community partners involved in this project and their roles.

f. Submit a budget with justifications

*Give a detailed budget including exact cost, name of vendors, shipping, and taxes.

*Grant proposals without detailed budgets will be disqualified.

3. Attach the provided Cover Page to one copy of your Project Narrative, plus 7 additional printed copies of your Project Narrative with no Cover Page. Mail or hand deliver to:

The Foundation of Jonesboro Public Schools
Attention: Marcie Cheatham
2506 Southwest Drive
Jonesboro, AR 72401