

TBA Credit Union Education Stimulus Grant

Investing in education. Investing in the future.

The TBA Credit Union Education Stimulus Grant was developed to fund innovative educational programs for students in the five-county region.

This packet provides guidelines to the grant process and a copy of the grant application. By following the guidelines, procedures, and deadlines outlined in this packet, you will ensure that your application receives proper consideration.

What do the TBA Credit Union Education Stimulus Grants support?

Faculty and administrators are encouraged to apply for funding in support of enrichment projects that benefit a community of students. TBA Credit Union has funded a broad range of projects from those that focus on traditional academic subjects such as math and reading to others in the visual and performing arts. Descriptions of recent grants can be found on TBA Credit Union's website at <http://www.tbacu.com/educators.php>.

Who decides whether a project gets funded?

The TBA Credit Union Education Stimulus Grant Committee reviews grant applications each quarter. The committee, a diverse group comprised of seven members, encourages collaborative funding and invites applicants to seek partial or additional funding from other sources.

What makes a grant application successful?

- The application must be complete and all questions in each section answered. A clear, typed presentation will receive primary consideration. The application should be clearly written and understood by non-educators.
- The request should demonstrate creativity and innovation while targeting a significant number of students.
- The proposal should provide a plan for additional non-TBA CU funding as well as a description of how the program will be funded in the future, if necessary.
- The application should not seek retroactive funding for an existing project.
- The request should not seek funds for transportation, field trips, or subsidization of faculty salaries.

The Process

The following deadlines will apply for 2010:

March 31 – Closing date for first quarter applications.

June 30 – Closing date for second quarter applications.

September 30 – Closing date for third quarter applications.

December 17 – Closing date for fourth quarter applications.

Applications can be mailed to:

TBA Credit Union Education Stimulus Grant
Attn: Robin Ahart
PO Box 1049
Traverse City, MI 49685-1049

Applications can also be faxed to:

231-932-5050
Attn: Robin Ahart

The committee will meet within one week after the above closing dates and determine which proposals will be funded. That week, the award will be announced and publicized.

If an application was not selected, the proposal will need to be re-submitted the following quarter for reconsideration.

TBA Credit Union Education Stimulus Grant
Application Form

Date of Application: _____

Project Title: _____

Amount of funding requested: _____

School: _____

Applicant Name: _____ Phone number: _____

Position: _____

Address: _____

City/State/Zip: _____

Fax: _____ Email address: _____

List any previous support from TBA Credit Union in the past five years: _____

Purpose of Grant (one sentence): _____

Number of students served: _____

Applicant Signature

Date

Print Name & Title

Principal's Signature

Date

Print Name

Summary of Grant:

Please describe the project in 250 words or less.

Statement of Need or Student Benefit:

What is the problem, challenge or need that is unaddressed or unmet? Or what student benefits will this program impart?

Details of Proposed Project:

Describe the educational goals and objectives. Be specific about the advantages your project offers. Give reasons why this proposal should be funded. How is your project different from similar existing projects? What is the project's timeline, including start and completion dates?

Evaluation and Results:

Provide specific short- and long-term outcomes of this program/project and the timeframe within which they will occur. How will the outcomes be measured and who will measure them?

Project Promotion:

If awarded an Education Stimulus Grant, what are your plans for publicity and promotion of your funded project? How will TBA Credit Union be included in these plans? What evidence will you provide demonstrating project promotion in the community and TBA CU's support of your endeavors?

Budget:

Please itemize the project costs and identify all other sources of funding including school fundraisers, corporate support, and/or other grants.

Itemized Costs (materials, supplies, equipment, software)

- 1. _____ \$ _____
- 2. _____ \$ _____
- 3. _____ \$ _____
- 4. _____ \$ _____
- 5. _____ \$ _____
- 6. _____ \$ _____
- Total Cost of Proposal \$ _____

Funding from additional sources:

- 1. _____ \$ _____
- 2. _____ \$ _____
- 3. _____ \$ _____

TBA Credit Union Education Stimulus Grant
Commitment Letter

Project Title: _____

As the individual(s) responsible for the execution and administration of the proposed project, the undersigned pledge to:

- Submit a detailed accounting of all funds expended as a part of this grant.
- Secure appropriate media opportunities within the school and the community and include TBA Credit Union in the publicity and promotion.
- Collect photographs, work samples, and/or other visuals for publicity purposes to be submitted to your TBA CU Grant Liaison.
- Provide a summary of outcomes no later than six months after grant approval.

I/We recognize that providing the accounting, reporting, and publicity items listed above are a condition of funding and therefore are my/our obligation as a grant recipient.

Applicant(s) Signature(s):

Date: _____

Principal and/or Superintendent Signature(s):

Date: _____