Classroom Enrichment Program, Monmouth-Independence Community Foundation

CENTRAL SCHOOL DISTRICT 13J CLASSROOM ENRICHMENT PROGRAM

Since its inception the Monmouth-Independence Community Foundation (MICF) has maintained a "Classroom Enrichment" fund. This MICF fund is enriched by earnings and community contributions.

This fund was originally created and endowed by former teachers who knew just how often teachers have had to reach into their own pockets to pay for student supplies and programs because basic budgets didn't include these needs.

The purpose of the Classroom Enrichment fund is to provide timely mini-grants to teachers who have an otherwise unfunded creative and motivating idea to use in the classroom. As you prepare your grant application, please keep in mind the MICF Classroom Enrichment Fund mission statement, "To enrich the lives of children by encouraging innovation and motivating educational opportunities."

Individual grants available to individuals or groups of teachers, range from $300-$1000. Duncan/McArthur Grants are available for larger projects with a cost of $1001-$4000.

GRANT DETAILS

When: Grant applications are distributed in August. **Submission deadline is September 26, 2025**. The committee will announce grant awards by mid-October.

Who: All 13J teachers, school-licensed counselors, and others with responsibility for working with students may apply.

Review: The Classroom Enrichment committee will apply standards from the "Grant Application Guidelines and Instructions" (attached).

Final Report: Recipients of the grants must submit a brief evaluation of their funded project to be eligible for future grants by **June 30** of each year. You must answer the 4 questions below in order to be eligible for funding the following year.

GRANT APPLICATION GUIDELINES AND INSTRUCTIONS

1. We invite proposals that are original, innovative, and highly motivational to students and that supplement and enhance the adopted district curriculum.
2. We encourage projects that serve as models or that involve purchase of equipment to be used in future years.
3. Individual teachers or groups of teachers may submit only one application per granting period.
4. Full or partial funding may be awarded to applications selected. We will not provide funding for teacher transportation, salary, or items typically funded by building or district funds.
5. The committee will award grant funding between $300 - $4000, based on the following criteria:
   - $300-$499 individual grants that are projected to impact between 15 – 25 students.
   - $500-$1,000 collaborative grants that are projected to impact at least 26 students.
   - $1,001 to $4,000 large collaborative grants affecting at least 4 teachers and no less than 100 and up to 5,000 students in more than one classroom. These large collaborative grants are known as "Duncan/McArthur Grants".
6. Grant proposals must be typed, readable, and limited to four pages, including Parts A, B, and C, **in that order**.
7. Please submit six copies of your grant proposal to Sabra Jewell, Chair of the Classroom Enrichment Fund, MICF, P.O. Box 84, Monmouth, OR 97361. Alternatively, the six copies may be delivered to the Central School District office on 5th Street in Independence.
8. Submission deadline: **September 26, 2025**.
9. Final requirement: Award recipients must submit a **final report** that evaluates the success of their project by June 30. In order to receive future grants, you must produce the final report for your funded project. The report must address the four questions on the following page.

SELECTION CRITERIA FOR AWARDING GRANTS

Your proposal will be scored and funded against the following criteria:

1. Submission must follow all instructions.
2. Proposed project strives to be innovative and engaging to students.
3. Proposal has a clear purpose, implementation plan, and a way to evaluate its success.
4. Project strives to be replicable with application for future classes.

FINAL REPORT CRITERIA FOR EVALUATING GRANT PROJECTS

PLEASE EMAIL REPORT TO micfclassroomenrichmentfund@gmail.com

1. Was the Project innovative and engaging to students?
2. Is the Project reproducible, or is equipment usable, in future years?
3. Did the number of students directly involved in one school year meet the minimum numbers required for the specific level of grant received (see previous page)?
4. Amount of grant $_____; Amount spent $_____.

2025-2026 IMPORTANT DATES TO REMEMBER

- August 28: Classroom Enrichment grant applications to staff from MICF
- September 26: Completed and signed grant applications are due
- Early October: Classroom enrichment committee makes nomination recommendations to the MICF Board of Directors for final consideration and vote
- Mid-October: All applicants will be notified of the results
- June 30: Final Grant Evaluation due from recipient

APPLICATION

PART A:

CENTRAL 13J CLASSROOM ENRICHMENT 2025-2026 SCHOOL YEAR GRANT APPLICATION

Grant Title: _____

Project Coordinator: _____

Teaching Assignment(s): _____

School: _____

Phone: _____E-mail Address _____

Collaborating Teacher(s), if applicable:

_____

Number of students participating directly: _____ Grade Level(s): _____

Total amount of Grant request from the Foundation:

$300-$499 individual grant Amount requested $_____

$500-$1000 collaborative grant Amount requested $_____

(at least 2 teachers/professionals participating)

$1001-$4000 Duncan/McArthur Grant Amount requested $_____

(4 or more teachers/professionals participating)

Summary of Grant Proposal (50 words or less): _____

_____

_____

_____***Grant Applicant Signature***

*Building/district/federal funds are not available for this project.

*The project aligns with school and/or district wide goals.

*The project supplements and enhances the district curriculum and state standards.

I have reviewed this grant proposal and confirm that the three previous statements are true.

_____ ***Principal's Signature***

PART B:

CENTRAL 13J CLASSROOM ENRICHMENT 2025-2026 SCHOOL YEAR GRANT APPLICATION

PROJECT DESCRIPTION:

On a separate page, describe your project by supplying the following information:

- Specific student learning objectives and how they relate to School/District goals and/or State Standards
- Narrative description of the project
- Plan of implementation and evaluation

GUIDELINES:

Please do not exceed one side of one page or use a font smaller than 12-point.

You may single or double space.

Attach your project description sheet to this page

PART C:

ITEMIZED BUDGET

Amounts requested for:

Supplies $_____
Detailed description and costs:

Curriculum Materials $_____
Detailed description and costs:

Transportation $_____
Detailed description and costs:

Personnel (other than teacher salary)
$_____

Detailed description and costs:

Other $_____
Detailed description and costs:

TOTAL FUNDS REQUESTED $_____