

**MT²-NW
Educator
Mini-Grant**

**Mathematics Teachers
of Tennessee – Northwest
(NCTM Affiliate)**

University of Tennessee-Martin
Department of Mathematics
424 Humanities
Martin, TN 38238



GUIDELINES FOR THE GRANT

1. The Grant Committee will consist of the Executive Committee for MT²-NW in the first year. For subsequent years, the grant recipients from the previous year are expected to serve on the Grant Committee along with the Executive Committee.
2. Priority will be given to new applicants.
3. Only current members of MT²-NW are eligible for the grant.
4. Recipients of a grant will make a presentation on how the grant was used at either the spring or the fall meeting of MT²-NW.
5. Applications must be submitted by the day of the spring meeting of MT²-NW to the President of MT²-NW in order to be considered.
6. The award will be made in the fall of each year at the fall meeting. The maximum amount of the award is \$500.
7. A detailed project budget showing all expenditures and accompanied with copies of receipts must be submitted to the MT²-NW budget committee thirty days after the end-of-project date. All unspent funds must be returned to MT²-NW within thirty days after the end-of-project date. The awardee's school must reimburse the grant award if the grant recipient fails to submit final budget report with receipts within thirty days after the end-of-project date.

Mini-Grant Application Form



Name of Applicant(s): _____

Name of School: _____

School Address: _____

City, State, Zip: _____

School Telephone: _____ *Grade(s) Taught:* _____

Email Address: _____

Title of Project: _____

Amount Requested: _____

A detailed project budget showing all expenditures and accompanied with copies of receipts must be submitted to the MT²-NW budget committee thirty days after the end-of-project date. All unspent funds must be returned to MT²-NW within thirty days after the end-of-project date. The awardee's school must reimburse the grant award if the grant recipient fails to submit a final budget report with receipts within thirty days after of the end-of-project date. I(we) certify that the award will only be used as indicated in the application.

Applicant's Signature(s): _____

Date: _____

Date: _____

1. What are your project goals and objectives?
2. What needs does your project meet in the classroom?
3. Give a detailed description of how your project will meet this need.
4. How many students will be affected by your project?
5. When would you begin and finish your project?
6. How will the effectiveness of your project be evaluated? What kind of data will you collect to show the effectiveness?

Mini-Grant Supervisor Acknowledgement Form



A detailed project budget showing all expenditures and accompanied with copies of receipts must be submitted to the MT²-NW Grant Committee thirty days after the end-of-project date. All unspent funds must be returned to MT²-NW within thirty days after the end-of-project date. The awardee's school must reimburse the grant award if the grant recipient fails to submit final budget report with receipts within thirty days after the end-of-project date. This application requires a signature from the recipient's principal or superintendent stating that the money will be used only as stated in the application and any other use of the money would have to be approved by the Executive Committee of MT²-NW. The recipient is responsible for providing a report of the project at either the Fall Mathematics Workshop of MT²-NW or at the Spring Meeting of MT²-NW after the project is completed.

I have reviewed this request made by

(applicant name(s))

and agree to support this project. I understand that my school (or school system) is responsible for reimbursing MT²-NW should the recipient fail to submit a final budget with receipts within thirty days after the end-of-project date. I also understand that all unused funds must be returned to MT²-NW.

Teacher's Signature:

Date:

***Signature of the Principal
or School Superintendent:***

Date:
