

GUIDELINES AND TIPS FOR A SUCCESSFUL TCEF GRANT PROPOSAL

The mission of the Tri-Creek Education Foundation, Inc. is to encourage community philanthropy in order to promote and fund excellence and innovation in education for students attending Tri-Creek School Corporation.

Each year TCEF awards competitive grant funding to Tri-Creek staff members to design and implement innovative projects that will positively impact learning for students. We look for projects that foster creativity, critical thinking, and problem solving. Applications are judged on clarity, creativity and the potential to motivate and involve students in learning. Following are some tips for submitting a successful proposal.

- Be clear about how students will benefit from your project in ways that wouldn't be possible without grant funding. How will your students learn in new and different ways? We are looking for projects that are exciting and motivating for students and staff.
- Ideal projects will encourage future implementation by other staff members. Your successful project may be a model for your colleagues!
- New, innovative projects will be given priority for funding. Projects that were previously funded will be considered only if funding remains after new projects are funded.
- The Foundation does not fund teacher stipends, costs for chaperones, or organizational memberships. In general, we do not fund transportation costs or refreshments, although exceptions may be made in some circumstances.
- Please do not request funding for projects that have already been completed or initiated.
- Before you fill out your application, check with your building principal, technology director, or curriculum director to see if building or district funding is available for your project. Often applications are made for projects that can be funded by at the school or district level.
- Although several staff members may be involved in the project, please designate one person to serve as project director. All communications from TCEF will be directed to that person.
- Remember to allow time for your principal to comment and sign off on your proposal.

Good luck! Questions? Email TCEF – tcef@tricreek.k12.in.us.