



Teacher Grant Approval Guidelines and Process

Thank you for your interest in MEF's teacher grant program. This annual program is funded through donations and grants received by MEF through the Golf Tournament, Pinnacle Gala, and designated contributions received over the years for specific types of projects.

Available funds are currently set at \$500 per Murray licensed educator, per year. Occasionally, the committee has approved expanded funding of \$1500-2000 for multiple teachers combining on a more expansive request. Keep in mind this is a competitive process as MEF has yet to have enough funding to meet the entirety of all requests. But, in recent years, the full or partial funding success rate has been around 88%.

Pro Tip: Funding requests with good detail on spending plans, serving the most students, and multiple years are usually more desirable by the Review Committee.

Projects that are Fundable:

- Enhanced Curriculum Projects and Supplies
- Musical Instruments and PE Equipment
- Learning Games and Activities
- Field Trips, In-Class Presentations, and Assemblies

Please note that requesters are responsible for ensuring the request is within MCSD policies for curriculum, materials, and technology. The Selection Committee is not necessarily trained on current policy.

Projects that are NOT Fundable:

- Classroom Items or Experiences Provided by Schools (furniture, electronics, textbooks, library books)
- Items Covered by School Activity Fees (uniforms, costumes, equipment)
- Consumables (food, PBIS prizes)

Selection Process:

Along with the fundability guidelines listed above, the MEF Teacher Grant Selection Committee (anonymous volunteers) will use a rubric to score each submission that will assist in making final determinations for approval. The submission form reflects this rubric to help applicants optimize their proposal.

There are three (3) categories worth three points each, and one bonus area worth 10 points, on the submission form that impact the scoring rubric:

- Category 1: Did the requester provide a specific problem or need (1)? Did they provide a specific solution (1)? Did they provide an anticipated outcome/result (1)? 3 points total
- Category 2: Is there an itemized list of their solution that includes the name of each expense (1), and is there a cost assigned to each item, and associated items (1)? And does the list appear to be complete and accurate (1)? 3 points total
- Category 3: Does this request meet the guidelines and spirit of MEF educator grants (1)? Does it impact at least 10 students (1)? Will it be used for multiple years (1)? 3 points total
- Bonus: 10 bonus points can be awarded at the discretion of the reviewer for requests that stand out - are innovative, impressive, or inspiring.