

PURDUE CENTER FOR ECONOMIC EDUCATION MINI-GRANTS

School Year 2018-19

GENERAL INFORMATION

The Purdue Center for Economic Education announces the availability of Mini-Grants up to \$800 each. All accredited public and private schools in Northwest Indiana, including Marion county, and the Purdue Center for Economic Education service area of Benton, Carroll, Clinton, Fountain, Montgomery, Tippecanoe, Warren, and White counties, are eligible to apply.

REVIEW PROCEDURE

Proposals will be reviewed by the staff of the Purdue Center for Economic Education and the Indiana Council for Economic Education.

AWARD DATE

- Completed grant applications must be submitted by Wednesday, October 10, 2018
- Grant recipients will be announced by November 1, 2018
- Target date for schools to receive funding is November 29, 2018
- Funds must be spent during the 2018-2019 academic school year

The schedule time frame of the awarded project is flexible; however, all grant monies must be expended by June 30, 2019.

CONTACT INFORMATION

If you have any questions at all, please don't hesitate to contact Jennifer Redden, program coordinator for the PCEE.

Purdue Center for Economic Education
Krannert School of Management
403 W. State Street, KRAN 341
West Lafayette, IN 47907-2056

Phone: 765-494-7336
Email: pcee@purdue.edu
www.krannert.purdue.edu/pcee

GUIDELINES FOR EXPENDITURES

Allowable expenditures must be consistent with the applicant's objectives as described in the proposal. These expenditures may include:

In-service training	Software
Materials	Mileage
Community resources	Stipends

Consumer economic proposals and proposals that support financial literacy are eligible for funding. However, expenditures must be consistent with the objectives as described in the proposal. Ineligible expenditures include salaries or computer hardware.

REVIEW CRITERIA

The proposal reviews will be based on the following criteria:

CRITERIA	POSSIBLE POINTS
a. Goals and objectives	10
b. Activities which support the goals & objectives	25
c. Economic content and standards covered	15
d. Evaluation	15
e. Number of students and teachers involved	10
f. Long-range effects of the grant	10
g. Effective use of grant funds	10
h. Creativity	<u>5</u>
Total possible points awarded	100

APPLICATION FORM

School Name _____

The Primary Teacher Contact for the Project _____

Teacher's Email Address _____

School Street Address _____

City, State, Zip Code _____

School Phone (____) _____

School Corporation _____

Primary Administrative Contact Person* _____

Title _____ Email _____

Corporation Address _____

City, State, Zip Code _____

*The person we will work with to disburse the grant funds.

Tell us about your project using the following format:

1. What is the title of the project?
2. What group of students (by age, grade level, and subject areas), and how many students, will benefit from the program?
3. List the teachers, administrators, and/or other groups that will be involved with the project.
4. Total grant monies requested.
5. Project Description (attach additional pages, if needed):
 - a. Goals and objectives – Clearly state the goals and objectives for the project you wish to accomplish with this grant. (10 points)

- b. Activities which support the goals and objectives – Specifically describe the activities and how they relate to the project goals and objectives. (25 points)

 - c. Economic Content and Standards Covered – List and explain how the project emphasizes the learning of specific economic or personal finance concepts. (15 points)

 - d. Evaluation – describe procedures used to measure project effectiveness. (15 points)

 - e. Number of students and teachers involved – project will directly affect sufficient numbers for maximum impact. (10 points)

 - f. Effective use of grant funds – expenditures are used to achieve maximum benefit. Include a description or list identifying how the grant money will be used. (15 points)

 - g. Creativity – grant exhibits creative activities. (5 points)
6. Complete the budget summary on the next page.

2018-19 PCEE Mini-Grant

BUDGET SUMMARY

School Corporation Name _____

Personal Payments (substitute pay, stipends, honoraria) \$ _____

Benefits \$ _____

Contract Services (travel, postage, telephone) \$ _____

Materials (curriculum materials, books, DVDs, software) \$ _____

Other (specify) _____ \$ _____

Other (specify) _____ \$ _____

Other (specify) _____ \$ _____

Other (specify) _____ \$ _____

TOTAL AMOUNT REQUESTED _____ \$ _____

SIGNATURES

Primary Teacher Contact

Printed name _____

Signature _____

Title _____

Name of School _____

School Principal Approval – The mini-grant project must also be approved by the principal.

I, as principal, approve this project and agree to provide oversight to ensure the project is completed.

Printed Name _____

Principal Signature _____

Administrative Approval – This grant proposal **MUST** be approved at the school corporation level (Superintendent, Designated Representative, Business Office Administrator, etc.)

Printed Name _____

Signature of Corporation Representative _____

Title _____

Once you have completed the mini-grant application and obtained signatures, scan the application and signature page, and email to pcee@purdue.edu by Wednesday, October 10, 2018. If you need assistance, please contact Jennifer by email or by calling 765-494-7336. You should receive a confirmation email within 2 business days. If you do not receive a confirmation, please contact us for verification or assistance.

You may also send the application via U.S. mail to:

Purdue Center for Economic Education
ATTN: Jennifer Redden
403 W. State Street, KRAN 341
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