

# 2024 Mini Grants

## *Application Process*



### PURPOSE:

The Gahanna-Jefferson Education Foundation Mini Grants provide a financial means for educators to create experiences that enrich student learning. These Mini Grants may be used for classroom resources and educational materials to:

- **Promote Wellness**
- **Support At-Risk Students**
- **Enhance Curriculum**

These grants are awarded maximum **\$500 per teacher**. (one grant / teacher)

### REQUIREMENTS:

- Any GJPS staff member may apply.
- Please [CLICK HERE](#) to begin the on-line application process or go to [www.gjef.org](http://www.gjef.org) for the link. You will be able to save the draft for editing at a later time.
- Application deadline: **4:00 p.m. on Tuesday, September 3, 2024**
- Grant application **MUST be approved** by the building Principal.
- If there is technology component to the grant, please consult with Director of Technology, Matt Blackwell, to verify cost information and preferred vendors.
- Staff members are asked to save receipts from the project.
- Grant recipients are asked to acknowledge the GJEF as a supporting organization when publicizing their project. If applicable, photos or video of your project are appreciated.
- Equipment and materials shall remain with the building.
- Timeline for awarding grants and ordering materials
  - **Grants awarded: End of September, 2024**
  - **Checks to be issued by October, 2024**

### QUESTIONS OR WANT TO DISCUSS A GRANT IDEA?

Contact Dianna Bessignano ([bessignanod@gjps.org](mailto:bessignanod@gjps.org)) or Tricia Mueller ([twiggt@gjps.org](mailto:twiggt@gjps.org))  
614-416-0298

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## Grant Guidelines



### FOUNDATION MISSION:

To promote excellence in education by supporting inspiring and innovative programs that impact the learning experiences for the students of the Gahanna-Jefferson Public Schools.

### SELECTION CRITERIA:

The Education Foundation seeks to fund educational projects that are relevant, creative, effective, and inspiring. An emphasis will be given to projects that fall into the following categories:

- programs, projects and activities that encourage physical activity and healthy habits
- programs that support at-risk students and enhance their curriculum
- programs that provide enrichment and add instructional, inspirational, and/or life experience value to the curriculum

Grant applications will be evaluated based on, minimally, the following factors:

- strengthen academics and meet curriculum objectives
- directly influence student learning
- goals and objectives clearly defined
- detailed, **itemized budget** that is economically sound
  - o **Please list specific products and costs**
  - o Attachments or links to websites with product descriptions are very helpful

**GJEF grant funds are intended to support items that are used directly by the students and may NOT be used for the following:**

- Field trips or transportation costs
- Staff salaries or the cost of substitute staff
- Salaries for outside instructors
- Teacher guidebooks, software, etc.
- Classroom furniture, rugs, lighting, decor etc.
- T-shirts
- Food or refreshments
- Items for incentives
- Programs and items which could be funded through traditional school or public funding sources

**PLEASE THE NEXT PAGE FOR A SAMPLE BUDGET**

**(SAMPLE BUDGET)**

**Including links to items is very helpful.**

**Be sure to include Shipping fees if applicable**

**Our purchases are tax-exempt so no need to include tax costs.**

Link to amazon wish list with full list and prices:

[https://www.amazon.com/hz/wishlist/ls/2A3KV1C2UNPJN?ref\\_=wl\\_share](https://www.amazon.com/hz/wishlist/ls/2A3KV1C2UNPJN?ref_=wl_share)

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Lyellfe 10 Pack Plastic Palette, 20 Well Sturdy Reusable Pai...

\$19.99 each (4 sets total)

Subtotal: \$79.96

Play-Doh Modeling Compound 10-Pack Case of Colors, Perf...

\$7.99 each (4 sets total)

Subtotal: \$31.96

NowFuture 22Pcs Rainbow Seven Color Fidget Block To...

\$15.90 each (4 sets total)

Subtotal: \$63.60

Black Merkaunis 50 Pack Dry Erase Pockets, 10 x 14 Inches, Job...

\$31.59 each (1 set total)

Subtotal: \$31.59

EXPO Low Odor Dry Erase Markers, Fine Tip, Black, 4 C...

\$4.88 each (10 sets total)

Subtotal: \$48.80

Sooez 10 Pack Plastic Envelopes Poly Envelopes, C...

42

\$10.99 (6 sets total)

Subtotal: \$65.95

IRIS USA Letter & Legal-Size Plastic Storage File Box, Black

\$19.99 (1 total)

Subtotal: \$19.99

Amazon Basics Hanging File Folders, Letter Size, Gray, 25...

\$20.07

Subtotal: \$20.07

Overall Subtotal in Amazon Cart: \$383.11