



Arlington Education Foundation
Spring 2025 Classroom Mini-Grant Application
(Please see attached instructions)

Title of Mini-Grant Proposal: _____

Applicant(s): _____

Email: _____

School: _____ Grade: _____ Date: _____

Have you received an AEF Mini-Grant before? ☐ Yes ☐ No

Have you applied for additional funding for this proposal? ☐ Yes ☐ No

Have you received additional funding for this proposal? ☐ Yes ☐ No

Number of students who will benefit from this proposal: _____

Dollar Amount Requested (Including Sales Tax): _____

(See Limits in "Who is Eligible?" Section)

Describe your proposal:

What educational goals will this help your students achieve?

Detail your budget request. Include specific information, such as kinds of materials and equipment needed, sources of supply/costs, etc..

Date this project will be implemented? (Funds must be spent during the school year in which they are awarded): _____

Principal Signature: _____
(required for all applications)

Date _____

***PRINCIPALS – Review, Sign and Email application to: Debbie Montgomery
(debbie.montgomery@asd16.org)**

Mini-Grant Applications must be received by 4 PM - Friday, April 4th, 2025 to be considered.

What is the AEF classroom grant program?

The goal of the Arlington Education Foundation Classroom Mini-Grant program is to encourage educators to develop and implement innovative and effective instructional strategies that result in all students learning to higher standards. Grants provided are to support/enhance classroom instruction.

Who is eligible?

Classroom grants are available to certificated staff employed by Arlington Public Schools in amounts not to exceed \$500 for individual requests. Grade level, content, or department members may submit a team request not to exceed \$1250.

The Foundation will make every effort to fund at least one grant per school, given that an application is made. Our goal is to spread the grants throughout the district and certificated staff with the highest regard for fairness and consistency.

How will applications be evaluated?

- Educational in nature
- Benefit/value to students
- Standards-based
- Clarity of application
- Promotes equity and inclusion – **Removing Barriers and Increasing Access to Learning**

Priority may be given to requests that demonstrate an innovative approach as well as family involvement in learning.

If proposing for classroom books, please indicate how books are to be used and list book titles.

Proposals for Field Trips, Guest Speakers or any other one-time events / one-time use items are not encouraged as AEF prefers to support long lasting, sustainable projects. If you feel your project contains these elements yet is unique, please contact the AEF Projects Committee before applying.

How do I apply?

Please fill out the application electronically and send to your principal for review and approval.

If you have any questions, or need help with your application, please contact Projects Committee Chair Kevin Ess by email at esskevinm@gmail.com or by phone at 509-595-0353.

While the Foundation Board will evaluate projects independently, **the application does require Principal approval**. Please submit your completed application to your building principal allowing for review and approval time to meet the submission time and date (**4 PM - Friday, April 4th, 2025**). Grants will be reviewed by the Projects Committee with notification to applicants by April 18th. Grant recipients will be presented their award at the **April 28th, 2025 School Board Meeting – 6 PM**.

*Projects funded by Arlington Education Foundation may be published on our website or other AEF publications. **Please plan on completing a follow-up survey and providing photos of your new materials or activity if your application is funded.***

Thank you for your dedication to the students of Arlington!