



P.O. BOX 1282 ■ UNION, NJ 07083
908.851.9869

MACRO-GRANT APPLICATION FORM INSTRUCTIONS

Macro-Educational grants are only available to the PRINCIPALS and SUPERVISORS of the Township of Union Public Schools.

Please follow the directions stated below:

1. Complete ALL parts of the application. No application will be considered unless ALL of the questions are answered.
2. Applications must be submitted as of February 1st.
(NO APPLICATIONS WILL BE ACCEPTED AFTER THAT DATE.)
3. The awarding of grants will be on a competitive basis.
4. Educational macro-grants for consideration must provide for **INNOVATIVE** learning experiences.
5. Make certain that the **CURRICULUM DIRECTOR'S** signature appears on the application.
6. Grants will not exceed \$5,000.00.
7. You may be invited to an **INTERVIEW** with the **GRANTS COMMITTEE** to discuss your proposed project. If this is needed, you will be contacted to set up an interview.
8. A **PROJECTED ITEMIZED BUDGET** (page 4) **MUST** be completed and included with the application.
9. Any **required training** for the **utilization** of the ordered equipment should **NOT** be included in your budget proposal. As part of our policy, the **FOUNDATION DOES NOT PAY FOR ANY TEACHER TRAINING.**
10. Any revisions or modifications to the original grant proposal **MUST** be submitted and approved by the Executive Board of the Foundation.
11. Any budgetary changes need to be approved by the Foundation or, **grant money will be withheld.**
12. Forward the completed application packet to: Township of Union Education Foundation, Inc., Box 1282, Union, NJ 07083.
13. If you have any questions or need further assistance, call Susan Lipstein, President, at 908-851-9869.



I. Behavioral Objectives (List specific behavioral objectives which are to be achieved upon the successful completion of this project.)

1. The students will be able to _____

2. The students will be able to _____

3. The students will be able to _____

II. Relevance to the New Jersey Core Curriculum Standards (**CITE** the standards and explain **SPECIFICALLY** the project's relevance to the standards.)

1. _____

2. _____

3. _____

4. _____

III. Instructional Objectives (List specific instructional activities that will be necessary to achieve the objectives of this project.)

1. _____

2. _____

3. _____

IV. List the specific assessment strategies/instruments that will be used to determine students' progress, skills and performance levels related to the objectives of the projects.

1. _____
2. _____
3. _____

V. 1. If you were to be awarded this grant, explain in **DETAIL** how this funding would **CHANGE** or **ENHANCE** the instructional program in your school / department.

2. What would be the impact of these **INNOVATIVE EDUCATIONAL EXPERIENCES** on the students' mastery of the behavioral objectives stated in **QUESTION 1, PAGE 2.**

Time Frame of Project: _____

Amount of Budget Request: _____

(Total from budget on page 4)

Applicant's Signature: _____

Curriculum Director's Signature:



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MINI-GRANT APPLICATION FORM INSTRUCTIONS

Mini-Educational grants are available to the TEACHING staff of the Township of Union Public Schools.

Please follow the directions stated below:

1. Complete ALL parts of the application. No applications will be considered unless all of the questions are answered.
2. Applications must be submitted as of February 1st.
(NO APPLICATIONS WILL BE ACCEPTED AFTER THAT DATE.)
3. The awarding of grants will be on a competitive basis.
4. Educational mini-grants for consideration must provide for **INNOVATIVE** classroom learning experiences.
5. Make certain that the subject Curriculum Director's signature appears on the application.
6. Grants **WILL NOT EXCEED** \$750.00.
7. A projected itemized budget (page 4) **MUST** be completed and included with application.
8. Any **required training** for the utilization of the ordered equipment should **NOT** be included in your budget proposal. As part of our policy, the Foundation does not pay for any teacher training.
9. Receipts and bills for **ALL** expenditures must be submitted for reimbursement. We are a tax exempt organization; therefore the foundation will **NOT** reimburse you for any tax paid.
10. Any revisions or modifications to the original grant proposal **MUST** be submitted and approved by the Executive Board of the Foundation.
11. Any budgetary changes need to be approved by the Foundation or, **GRANT money will be withheld.**
12. Forward the completed application packet to: Township of Union Education Foundation, Inc., Box 1282, Union, NJ 07083.
13. If you have any questions or need assistance, call Susan Lipstein, President, at 908-851-9869.





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MINI-GRANT APPLICATION FORM

Date: _____

Applicant's Name: _____

School: _____ School Phone: _____

Home Phone: _____ E-Mail Address: _____

Subject Area and/or Grade Level (taught by this teacher):

Project Title: _____

Summary Description of the Proposed Project:

(Attach a separate sheet for additional information, if needed)

I. Behavioral Objectives (List specific behavioral objectives which are to be achieved upon the successful completion of this project.)

1. The students will be able to _____

2. The students will be able to _____

3. The students will be able to _____

II. Relevance to the New Jersey Core Curriculum Standards (**CITE** the standards and explain **SPECIFICALLY** the project's relevance to the standards.)

1. _____

2. _____

3. _____

4. _____

III. Instructional Objectives (List specific instructional activities that will be necessary to achieve the objectives of this project.)

1. _____

2. _____

3. _____

IV. List the specific assessment instruments that will be used to determine students' progress, skills and performance levels related to the objectives of the projects.

1. _____

2. _____

3. _____

V. 1. If you were to be awarded this grant, explain in **DETAIL** how this funding would **ENHANCE** your teaching. In other words, what **INSTRUCTIONAL TECHNIQUES** and **STRATEGIES** would you now be able to incorporate into your lesson planning, which you previously could not.

2. What would be the impact of these **INNOVATIVE EDUCATIONAL EXPERIENCES** on the students' mastery of the behavioral objectives stated in **QUESTION 1, PAGE 2.**

Time Frame of Project: _____

Amount of Budget Request: _____

(Total from budget on page 4)

Applicant's Signature: _____

Curriculum Director's Signature: _____



RUBRIC

The Township of Union Education Foundation will use the following point system and rubric as the criteria for the selection of grants.

CRITERIA

1. The project **MUST** provide for a **learning experience**, which is **innovative**, and incorporates the **New Jersey Core Curriculum Standards**.
2. The project must provide for **instructional activities** and **teaching strategies** that promote the development of **critical thinking skills**, provide opportunities for **cooperative learning experiences**, and utilize **interdisciplinary lessons** for students of **all ability levels**.
3. The project **must** incorporate and provide for **educational experiences** which are **above and beyond** those which are required and/or part of the **existing curricula**.

THE POINT SYSTEM

A point system ranging from **zero (0)** to **three (3)** will be employed.

1. A point value will be awarded for each one of the criteria that was **stated** in the application, **not implied**.
2. A successful candidate **must** have been the recipient of a **total of no less than seven (7) points**.