



1574 State Road 502 West, Santa Fe, New Mexico 87506 Telephone: (505) 455-2282

November 1, 2018

Pojoaque Valley School District Educational Foundation Mini-Grant

The Pojoaque Valley School District Educational Foundation Board is accepting applications for the initial award of Educational Mini-Grants. These Mini-Grants are intended to provide financial assistance, up to \$250.00 per project, to teachers and/or extracurricular activity sponsors to provide education services to the children (K -12) of the Pojoaque Valley School District. The goal of these Mini-Grants is to assist educational projects/programs that support Common Core State Standards to enhance the learning experience for the children of the Pojoaque Valley School District.

The Pojoaque Valley School District Educational Foundation Board recognizes that many great educational ideas are not pursued do to lack of financial support. These Mini-Grants are an investment in the educational endeavors for our students. While not required, the Board encourages pursuit of other financial support so that these projects can be sustainable, and they can impact the educational opportunities for as many students as possible.

To apply for Mini-Grant all that is required is to fill out the simple application form and submit to Dr. Morgan who will collect the applications for the Pojoaque Valley School District Educational Foundation Board Members

The deadline for Mini-Grant Applications is: Friday, January 11, 2019

Board of Directors:

J. David Ortiz, President
Phillip Perez, Vice President
Dianne Baros, Secretary

Lynda Lujan- Trujillo, Member
Mark LeDoux, Member
Jeffrey Atencio, Member
Steven Santistevan, Member

Dr. Melville L. Morgan, Superintendent of Schools / Ex-Officio Member

Project Title: _____

Semester to be Implemented: _____

Date Submitted: _____

Applicant Names: _____

School or Department: _____

Contact Person: _____

Mailing Address: _____

Email Address(es): _____

Day Time Telephone Number: _____

Night Time Telephone Number: _____

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Steven Santistevan, Member

Dr. Melville L. Morgan, Superintendent of Schools / Ex-Officio Member

Project Title: _____

Amount of Funding Requested (no more than \$250.00): _____

School or Department in which the project will take place: _____

Please provide an abstract of the project of no more than 500 words, double spaced, 12-point Times New Roman font. Please include:

- approximate number of students served or impacted -- explain who exactly (grade levels, groups etc.) will be involved and impacted,
- include educational goals and objectives,
- list actual Common Core State Standards with which this project is aligned; and,
- list the goal and objective of the Strategic Plan to which this project is aligned.

Budget (Please attach this page to abstract):

If the project is funded, please indicate how funds will be used.

Total project budget (No more the \$250.00).

Expense Category	Amount Requested	Amount requested from other sources
Stipends	_____ _____	_____ _____
Supplies and Materials	_____ _____	_____ _____
Equipment	_____ _____	_____ _____
Fees and Dues	_____ _____	_____ _____
Other (Please be very specific)	_____ _____	_____ _____
Total Budget:	_____	_____

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Project Title: _____

As the parties responsible for the proposed project, the undersigned agree to:

- Submit a final project report within 30 days of completing this project and not later than the second week in May of each school year.
- The final project report is required.
- Collect photographs, work samples, and other visuals for publicity purposes to be submitted to the Pojoaque Valley School District Foundation Board (PVSDFB).
- Submit a detailed accounting of all PVSDFB funds expended as part of this grant.
- Collect student, parent, and staff quotes about the project. Please include in the final report.

I/We _____,
agree to return any funds or property purchased with funds received from the Pojoaque Valley School District Foundation Board (PVSDFB) should my position be discontinued, the grade or school assignment changed of the grantees, or the project is no longer viable. I understand that failure to do so may result in the grantee being held personally financially liable for the amount of the award.

Signature of applicants:

(Signature and printed name)

(Date signed)

(Signature and printed name)

(Date signed)

For supervisor/school administrator

I have reviewed and do support this mini-grant proposal.

(Signature and printed name)

(Date signed)

Additional Comments:

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