

Sample Application

Section 1: General Information

Grant Project Coordinator Information

Project Coordinator Name	
Job Title	
School Site / Program	
Personal Email	
Phone Number	
CTA ID (if known)	

Local Association Information

Local Association Name <i>Please write in full (no abbreviations)</i>	
Local Association President Name (First and Last)	
President Email	
Grant Type <i>In previous years, Individual Grants were called "Educator Grants" and Team Grants were called "Impact Grants."</i>	<input type="checkbox"/> Individual (Up to \$5K) <input type="checkbox"/> Team (Up to \$20K)

Section 2: Project Information

Project Title	
Project Type <i>Individual grants are for a classroom or single group of students, while Team Grants are for multiple sites or classrooms and led by two or more educators.</i>	<input type="checkbox"/> Individual (Up to \$5K) <input type="checkbox"/> Team (Up to \$20K)

Section 2: Project Information (continued)

Project Summary <i>(100-200 words / 1300 char max): Provide an overview of your project.</i>	
Project Activities <i>(100-200 words/ 1300 char max): Describe the main actions, events, and steps you will take to carry out your project.</i>	
Project Need <i>(100-200 words/ 1300 char max): Explain the gap or opportunity your project addresses. Why is this project important, and how will it benefit students? Include any relevant background information.</i>	

School Site Information

School Sites Impacted	
School District	
County Where School Resides	
Student Grade Levels Impacted	
Estimated Number of Students Impacted	

Team Members

Only applicable for Team Grants. IFT recommends Team Grants be implemented by teams of at least 3 educators. Leave blank if your team is smaller.

Team Member #1

Name	
Job Title	
Personal Email	
Phone Number	
School Site	

Section 2: Project Information (continued)

Team Members

Only applicable for Team Grants. IFT recommends Team Grants be implemented by teams of at least 3 educators. Leave blank if your team is smaller.

Team Member #2

Name	
Job Title	
Personal Email	
Phone Number	
School Site	

Team Member #3

Name	
Job Title	
Personal Email	
Phone Number	
School Site	

Section 3: Project Proposal

Use the [Strength-Based Equity Matrix](#) as a guide to answer the following questions.

Equity Matrix Factors (300 words / 2000 characters max per question)

Factor 1: Student-Centered. Describe how your grant proposal is student-centered and how it will help students thrive in school.	
Factor 1: Student Equity. Describe how your grant proposal will facilitate learning opportunities and access for all students.	

Section 3: Project Proposal (continued)

Use the [Strength-Based Equity Matrix](#) as a guide to answer the following questions.

Equity Matrix Factors (300 words / 2000 characters max per question)

<p>Factor 3: Student Advocacy. Describe how your grant proposal will advance student voice and support team building and student collaboration.</p>	
<p>Factor 4: School-Wide Relations. Describe how your grant proposal will increase teamwork and camaraderie among your colleagues.</p>	
<p>Factor 5: School-Family Relationships. Describe how your grant proposal will engage and build connections with parents and families.</p>	
<p>Factor 6: Community Solidarity. Describe how your grant project allows for networking and coalition-building with community groups / organizations utilizing a lens of racial and social justice.</p>	
<p>Factor 7: Future Oriented. Describe how your grant proposal will enhance students' skills and build their capacity for future success.</p>	

Section 4: Project Budget, Timeline, and Agreements

Documents

Budget and timeline are required. All documents must be uploaded in PDF format.

Budget

[Download a budget template here.](#)

Timeline

[Download a timeline template here.](#)

Additional Documents

Upload any additional presentations, documents or information you'd like us to have. Uploads must be PDF only with a maximum of 5 PDFs.

Application Consents

Did you speak to your chapter about your grant?

By checking this box, I understand that if I am awarded a grant I will need chapter approval and fiscal agency from my local chapter.

Have you discussed this project with your site administrator?

By checking this box, I confirm that I have discussed this project with my site administrator.

Do any elements of your project require your school district's permission or special permits?

Yes, I have arranged for the district's permission and obtained any required permits. No, there are no permissions or special permits required.

Accuracy of information

By checking this box, I acknowledge the information shared in this application is accurate to the best of my knowledge.

Privacy policy

By checking this box, I agree to [CTA's privacy policy](#).