



An educated choice

Grant Application Criteria

Please provide information on the following first three topics in the order presented, typed on two to four pages.

1. Purpose/Goals:

Describe project goals and objectives. What will this project accomplish? Include the level of need, how this will enrich you, and describe others that would be impacted and how they would benefit.

2. Description:

Describe your project and provide projected activities/results. Include how it will be collaborative in nature, how it can be shared, and how it will make an impact on you, your students, and your school.

3. Timeline/Schedule of Significant Events:

List the activities or procedures related to the project goals. Include a timeline and resources with each item.

Budget Detail Form:

On the Budget Detail Form, provide specific information on the materials and/or training to be purchased with grant funds. The grand total you calculate will match the grant amount requested.

Evaluation Form:

On the Evaluation Form, list two or more specific project objectives, and describe the measurement method you utilized to determine whether or not the objectives were successfully met. For continuation of existing programs, summarize the program's history, participation and demonstrated results.

Submit your completed grant application packet by October 1, 2018 via mail or by dropping it off to:

**TOBACCO VALLEY TEACHERS FEDERAL CREDIT UNION
Attn: Lori Triba, Manager/CEO, 182 South Road, Enfield, CT 06082.**

Completed application packets received after the deadline will be ineligible.

For questions, contact Lori Triba, Manager/CEO at 860-253-4780 or 800-749-8305.

RETAIN THIS PAGE FOR YOUR RECORDS.

