



*An educated choice*

## Grant Information & Checklist

### GRANT INFORMATION

#### *Eligibility Criteria*

Applicant must be an educator (grades Pre-K through 12) in a school in the Tobacco Valley Teachers Federal Credit Union's (TVTFCU) field of membership. Applicant must be a primary member, "in good standing", of TVTFCU, or meet membership eligibility requirements and join the credit union before submitting a grant application. Applicant may submit one grant application per year. To ensure anonymity during the selection process, the selection committee will not have access to applicants' names. Applicants must submit a completed application packet by **October 1, 2021**. Incomplete applications will be ineligible for consideration. Relatives of TVTFCU Staff and Board of Directors are ineligible.

#### *Grant Awards*

TVTFCU is offering two grant awards, of up to \$500 each, to educators to be used by **April 30, 2022** for implementation of a new or improved program or project which can include equipment, supplies, materials and training. Grant funds may not be used for substitute pay, teacher salaries, stipends or travel related expenses.

### CHECKLIST

The following should be completed and sent to TVTFCU by **October 1, 2021**.

- \_\_\_\_\_ Grant Application Form
- \_\_\_\_\_ Purpose/Goals
- \_\_\_\_\_ Description
- \_\_\_\_\_ Timeline
- \_\_\_\_\_ Grant Budget Detail Form

Grant recipient will be notified by **November 1, 2021**.

Grant funds must be used by **April 30, 2022**.

The following should be completed and sent to TVTFCU by **June 30, 2022**.

- \_\_\_\_\_ Evaluation Form (including any additional materials)

**KEEP THIS PAGE FOR YOUR RECORDS.**

