

Announcing MEA's 2018-19 *Members are Leaders Grants* for Local Associations

MEA members...Do you have a good idea for:

- Improving student achievement?
- Aiding educators in enhancing their professional growth?
- Involving the community in supporting public education?
- Increasing involvement in your Association activities that promote public education?

The Maine Education Association will award up to \$1,000 in grants to local associations. The *Members are Leaders Grants* are designed to help local association members provide professional and educational leadership in their schools and communities.

Grant money may be used for speakers, materials, space rental, or equipment. It may not be used to pay Association members for their work nor for routine Association business.

Activities funded must be aligned with MEA policy and at least one of the following Association goals:

- **enhance the quality of education in public schools**
- **equalize educational opportunities for students in public education**
- **support professional development of members**
- **encourage participation in local Association activities**

Grants are reviewed and funding decisions are made by MEA's Instruction and Professional Development Committee. Grant applications must be received in the MEA President's office in Augusta according to the application directions by December 14, 2018.

MEA *Members are Leaders Grants* Checklist

Deadline for Applications: December 14, 2018

Directions:

All proposals must include the Grant Application Cover Page. Proposals should be no longer than three additional pages in length. Applicants must seek and receive the support by the local Association governing board and request that the local Association president verify this by signature. Proposals may be emailed to lheaney@maineea.org, faxed to 207-623-2129 or mailed to the MEA, President's Office, 35 Community Drive, Augusta, ME 04330. Proposals must be *received* no later than December 14, 2018. **Late proposals will not be considered for funding.**

Checklist for Applicants (Successful proposals must include all items in this section):

- Proposal includes up to 3 pages of proposal description and supporting elements, and a completed cover page form.
- Proposal provides evidence of meeting at least one Association goal (check all that apply):
 - enhance the quality of education in public schools
 - equalize educational opportunities for students in public education
 - improve the professional quality of members
 - encourage membership in local, state and national Association
- Proposal is signed by local Association president indicating support by local Association governing board.
- Applicant agrees to submit a final report for use in MEA communications by **June 1, 2019**. (Grant awardees who do not submit a final report will not be considered for grant money the following year.)
- Proposal requests \$1,000 or less and includes a reasonable, detailed budget.
- Money requested is for legitimate purposes such as speakers, consultants, rental of space, materials, travel, equipment, awards, etc.
- Proposal describes how the community will be made aware that MEA funded the proposal.

MEA's *Members are Leaders Grants* Application Cover Page

Project Title:

Proposal provides evidence of meeting at least one Association goal (check all that apply):

- enhance the quality of education in public schools
- equalize educational opportunities for students in public education
- improve the professional quality of members
- encourage membership in local, state and national Association

Proposal Submitted by:

Name:

Mailing Address:

Home Phone Number:

Email address:

Agreement:

Upon acceptance of my proposal by the MEA IPD Committee, I agree to provide: a final report including (1) a description of how the project was promoted locally, (2) receipts for all expenditures, and (3) the check request form no later than June 1, 2019 I will submit these items to the MEA President's office. All funds for reimbursement will be sent to the local Association.

Proposal writer's signature:

**Please note that failure to complete the project for which the grant was awarded in the given year will prohibit the applicant from applying for a grant the following year.*

Local Association Support:

President's Name:

President's Address:

President's Email:

*President's Signature: -----

**By signing this you are verifying that the person submitting this proposal is a member of the MEA and that you and members of your local association governing board are aware of and support the actions outlined in this proposal.*

Please attach proposal description and any supporting elements (up to a maximum of three pages) and forward via email, fax or parcel post to:

Maine Education Association

President's Office

35 Community Drive

Augusta, Maine 04330

Fax: 207-623-2129

Email: lheaney@maineea.org

Deadline for receipt of complete proposal package is December 14, 2018.

Late proposals will not be considered for funding.



MEA's *Members are Leaders* Grant Follow-Up Report

This report and all receipts for expenditures related to your proposal must be submitted to the MEA President's Office no later than June 1, 2019. Please forward required information to: lheaney@maineea.org or MEA, 35 Community Drive, Augusta ME 04330, Attn: Linda Heaney.

**Deadline for receipt of complete follow-up report:
June 1, 2019**

1. Write a brief summary describing how successful you were in completing this project and meeting the goals of the project.

2. Write a brief summary describing how this project promoted the goals of the local and state associations.

3. Briefly describe other support, if any, the local or state association could have provided to make this project even more successful.