

**IOWA COUNCIL OF TEACHERS OF MATHEMATICS
EXTRACURRICULAR MATHEMATICS GRANT**

Guidelines

The Iowa Council of Teachers of Mathematics (ICTM) awards four grants of up to \$250 each to encourage extracurricular mathematics involvement for students. These projects might include, but are not limited to, creating a math club, forming a weekend math circle, holding family math night, etc. The grant can be used for any student-centered activity that promotes student involvement in mathematics beyond the normal school day. (Current ICTM Executive Board members are not eligible to apply, but teachers at schools with institutional memberships may apply.)

The grants will be announced at the annual ICTM Conference Fall. This competitive grant program is designed to promote student involvement in mathematics beyond the regular classroom experiences.

Timetable

June 30 th	Grant applications due to the Grant Committee via ICTMgrants@gmail.com
August 1 st	Grant applications are reviewed and awardees are notified.
Fall	Grant recipients are honored at the Annual ICTM Conference
Within 1 year of grant	Itemized receipts and one or more of these two share-back methods: ICTM Annual Conference presentation or 500 – 2000 word article submitted to the Grant Committee

Application Guidelines and Criteria for Evaluation

Application

Application procedure and forms are available from each ICTM Regional Director or ICTM Officer and can be downloaded from the ICTM website at www.iowamath.org.

Eligibility

All current ICTM members, including teachers at schools with an institutional membership are eligible to apply for this grant.

Criteria for Award

Each grant recipient will:

- Make a presentation at the ICTM Annual Conference or write a 500 – 2000 word article for ICTM website about how you used the grant and benefits to your students. Please note that by signing this application, you have agreed to do this if awarded the grant. If requested, an ICTM Executive Board member will be assigned as a mentor to each awardee.
- Itemized receipts for items purchased using the award must be submitted to Grants Committee at ICTMgrants@gmail.com within one year of award. Funds will be dispersed shortly after itemized receipts, presentation or website article are submitted.
- Grant funds must be used within one year of award.

**IOWA COUNCIL OF TEACHERS OF MATHEMATICS
EXTRACURRICULAR MATHEMATICS GRANT**

Application Procedure and Forms

Review the Guidelines prior to completing the application.

The grant application has three parts: (1) Cover sheet, (2) project description, and (3) budget form.

(1) **Cover sheet:** The one-page cover sheet should be completed and attached to the front of the grant proposal. The applicant and the applicant's principal must sign it.

(2) **Project Description:** The project description must be no more than two, single-spaced typed pages and should address the following questions:

- What is (are) the project objective(s)? What need, problem, or opportunity does the project address?
- What are the project activities? How will these activities fulfill the stated objectives?
- Approximately how many students will be directly involved in the project? What grade level(s) will be involved?
- What will happen to the project at the conclusion of the grant? If it is continued, what are future funding plans?
- Have you tried to address the need(s) described in this proposal in the past? If so, how successful were these efforts?

(3) **Budget:** The applicant may request up to \$250.

- On the form provided, please detail your budget request. The budget page should be attached at the end of the project description.
- Participants will be required to submit receipts for payment of expenses.

Applicants must submit the completed application for approval to Grant Committee at the email ICTMgrants@gmail.com no later than June 30th.

**IOWA COUNCIL OF TEACHERS OF MATHEMATICS
EXTRACURRICULAR MATHEMATICS GRANT
Cover Sheet**

Please type and complete all information:

Applicant's Name: _____

Current Teaching Assignment: _____

School Name and Address: _____

E-mail address: _____

School Phone Number: _____ School Fax Number: _____

ICTM Membership Expires _____

Project Title: _____

Budget Request: _____

One paragraph summary description of project (appropriate for news release or other public information purposes)

If awarded this grant, I will do one of the following. (Please check one box.)

- Present at the Annual ICTM Annual Conference
- Write 500 – 2000 word article for ICTM website about how grant was used

The Principal's signature below indicates his/her support for participation in the Curriculum Grant and his/her willingness to use the results for news releases or other public information purposes.

Date Signature of Applicant

Date Signature of Principal

IOWA COUNCIL OF TEACHERS OF MATHEMATICS
EXTRACURRICULAR MATHEMATICS GRANT
Budget Request

(1) **Total Budget Needed.** List by project activities. Include such items as kinds of materials and equipment needed.

Item	Cost
TOTAL BUDGET NEEDED	(1) \$

(2) **Other Sources of Funding:** If any outside funds are available to support this project, list the source and amount expected. (For example, donations from individuals, organizations, businesses, etc; other grant funds).

Source	Amount
OTHER SOURCES OF FUNDING	(2) \$

(3) **Grant Amount Requested:** Total below must not exceed \$250, the maximum available.

GRANT AMOUNT REQUESTED (1)	- (2)	(3) \$
-----------------------------------	--------------	---------------