



Teacher Incentive Grant Application Requirements

Thank you for your interest in applying for a Teacher Incentive Grant (TIG) funded by the Lee County Education Foundation (LCEF).

Please be sure to review the information below before submitting your application.

Who is eligible? All teachers in the Lee County School System are eligible to apply.

Is there a limit on how much I can request? YES – the limit will be determined each year, based upon the success of fundraising. We will release the fund limits each year, prior to the due date of the application.

What can I do with the grant funds? The TIGs have been designed to fund classroom activities, programs or projects that will enhance the educational experience of the students. Think “outside the box”.

Are there any unallowable expenses? YES –The TIG grants cannot be used to support any athletics. Additionally, TIG grants cannot fund teacher travel, professional development, field trips, teacher/faculty/staff or student gifts, apparel, or classroom parties/celebrations.

How many grants will be awarded each year? The goal of the Lee County Education Foundation is to provide at least 10 TIG’s per school year. One for each of our 8 schools and 2 programs within the system. Again, this will be determined by the success of fundraising each year.



Teacher Incentive Grant Application Requirements Cntd.

When are the grant applications due? Grant applications will be due by April 30, annually.

When will I know if I am awarded a TIG? TIGs will be announced every year at the Back to School Convocation.

What is my timeline to implement and complete my program/project? TIGs must be implemented in the same school year they are awarded.

Is this a reimbursable grant, or will the funds be provided up front? Funds will be provided up front. A simple report, including a final expense report, will be submitted by the grant recipient at the end of the grant cycle.

How do I submit my grant application? Download the grant application from the website. Print, complete, and receive appropriate signatures and submit to Jennifer Goode at Lee County Board of Education.

What if I have more questions? If you have additional questions, please email Jennifer Goode. She will then forward your questions to the appropriate board member and they will contact you directly.



Teacher Incentive Grant Application

General Information:

Teacher Name	
School	
Grade/Class(es) Taught	
Teacher Email	
Teacher Phone	
Administrator Email	
Administrator Phone	

What's Your Project?

In 500 words or less, provide a summary of the project you would like to implement. In your summary, please include:

- A general description of the project you would like to implement, including the project's mission;
- The type of population (students/teachers/leaders, grade level(s) subject area(s), etc.) and number of students the project will impact; and
- If applicable, a description of any partners/partner organizations and how they will support the project.



How Will You Use the TIG Funds?

Please describe how you intend to utilize your grant funds. A simple budget is appropriate.

Within 30 days after completion of your project/program, please provide:

- A brief written report, detailing the project/program.
 - Please include:
 - Outcomes/Impact.
 - Any changes from your original proposal.
 - Challenges and lessons learned.
 - Photographs and/or Videos
 - Qualitative Data
 - Quantitative Data
- An itemized expense report, with receipts (copies of receipts are ok) attached.

Signatures:

TEACHER PRINTED NAME

TEACHER SIGNATURE

DATE

ADMINISTRATOR PRINTED NAME

ADMINISTRATOR SIGNATURE

DATE