

New Classroom Start-Up Grant
Deadline to Apply: October 1

Name _____ Date _____

Address _____

City _____ State _____ Zip _____

Phone _____ E-Mail Address _____

School _____ School District _____

Position _____ Grade Level _____

Subject/Course Title _____

PEN Member ___Yes ___No If yes, in what year did you join? _____

___I understand that receipts are required and I agree to submit them to the PEN office within 30 days of receiving the purchased materials.

___I am willing ___I am **not** willing to share the results or impact of the instructional grant on my students and/or teaching (e.g., through writing a brief article for the PEN newsletter, photo display, presentation at a conference, etc).

___I am in my first or second semester of my first year of teaching.

Application:

To be considered for the First Year Teacher Grant, the following must be submitted along with this application cover sheet.

Proposal Summary:

Write a brief summary describing your plans for using the instructional grant. The summary should not exceed one, double-spaced page and must include a general description of the materials or equipment you wish to purchase and an explanation of how they support children's learning and/or development (e.g., will they enable you to address specific state or local standards; do they support new or developing research on teaching or learning).

Budget:

Attach an itemized list of materials or equipment to be purchased complete with material/equipment name, description, and costs, as well as the total shipping and handling charges.

Submit Applications to:

Professional Educators Network of Florida

7855 Argyle Forest Blvd., Suite 304

Jacksonville, FL 32244

First Year Teacher Grant Rubric

Criteria	1	2	3	4	5
Application completed appropriately	Directions not followed; Information is incomplete; more than 2 grammatical or spelling errors.		All directions followed; information complete; 1-2 grammatical or spelling errors		All directions followed; information complete and accurate; free of grammatical and spelling errors
PEN Membership	Non-Member				Member
Proposal	Summary is unorganized; lists materials or equipment to be purchased with grant; no reference to how the materials support student's learning and/or development; has more than 2 grammatical and/or spelling errors.		Summary is somewhat organized; appropriate in length and format; offers description of how the grant will be used with a general reference to how they support children's development and learning. Statement has 1-2 spelling and/or grammatical errors.		Summary is well organized; appropriate in format and length; clearly states how the grant will be used; includes description of materials/equipment to be purchased with specific evidence /justification (e.g., standards targeted, supporting research cited) of how they support children's learning and development; contains no spelling or grammatical errors.
Budget Summary	Budget is limited and/or figures do not total correctly.		General rather than itemized budget is included; figures and/or funds requested exceed maximum grant amount.		Budget consists of itemized list of materials and/or equipment, complete with name, description, costs, and shipping and handling fees

New Classroom Start-Up Grant

First year teaching can be a difficult challenge. In an effort to support and assist beginning teachers, Professional Educators Network of Florida is offering five \$300 grants for 1st year teachers to purchase instructional material and equipment.

Amount: up to \$300 each

Eligibility: Professional Educators

General Criteria:

Recipient must be in their first or second semester of their first year of teaching.

Recipient must submit, in addition to a letter of application, a brief summary describing their plans for using the instructional grant. The summary should be typed and should not exceed two, double-spaced pages. The summary must include a general description of the materials or equipment you wish to purchase and an explanation of how they support children's learning and/or development (e.g., will they enable you to address specific state or local standards; do they support new or developing research or learning).

Recipient must submit an itemized list of materials or equipment to be purchased complete with material/equipment name, description, and costs, as well as the total shipping and handling charges.

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Application and Rubric: [First Year Teacher Grant Application](#) (link to pdf of application)