



# Texas Retired Teachers Foundation

Classroom Assistance Grant Guidelines: 2021-2022

*"Supporting Public Education in Texas"*

## **Grant Application Process:**

Classroom Assistance Grants are awarded to Texas public school teachers who, on a daily basis, demonstrate commitment to public education and Texas children through the creation of programs, events or other learning platforms.

The Texas Retired Teachers Foundation (TRTF) will award 40 \$500 grants to 40 public school teachers in Texas for the 2021-2022 school year. Applicants may download the application from the TRTF website at [www.trtf.org](http://www.trtf.org) beginning September 14, 2020. All applications must be *received* by 5:00 pm on Thursday, February 25, 2021. Applications received after the deadline will not be considered.

Applicants may apply individually, as a group/team or as a school. If you apply as a group/team or as a school, please designate someone to lead your grant application process and serve as the contact person to receive any related correspondence from the Foundation.

## **Classroom Assistance Grant Eligibility:**

1. Applicants must be public school teachers for the 2021-2022 school year who pay into the Teacher Retirement System of Texas (TRS).
2. All applications must include a *handwritten* signature of the school principal expressing approval of the project.

## **How to Apply for a Grant:**

1. Download the application at [www.trtf.org](http://www.trtf.org).
2. Complete and submit the application by scanning and e-mailing ([sarah@trta.org](mailto:sarah@trta.org)) or by U. S. Mail.
3. The application and required documents must be received no later than 5:00 pm on February 25, 2021.

## **Grant Application Review:**

The TRTF Grant Review Committee will review all grant applications competitively.

## **Notification of Grant Recipients:**

The names of the forty 2021-2022 TRTF grant recipients will be announced on Wednesday, April 7, 2021. Winners will be notified by telephone and/or e-mail. Recipients may be asked to participate in a survey or video after receiving the grant money.

## **Additional Information or Questions:**

Interested applicants can find additional information in the "Initiatives" section of the Foundation website ([www.trtf.org](http://www.trtf.org)), by calling the Foundation office at 512.476.1622 or 1.800.880.1650 and asking for Sarah Richardson, or by sending an email to [sarah@trta.org](mailto:sarah@trta.org).

**Texas Retired Teachers Foundation**  
**Classroom Assistance Grant Application: 2021-2022**

**Guidelines:**

An applicant must be a teacher at a public school in Texas. Deadline for submitting the application is 5:00 pm on Thursday, February 25, 2021. Incomplete applications, illegible applications, or applications received after the deadline will not be considered. Please print or type clearly (except where signatures are required).

Applicant's Name(s): \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Subject(s) Taught: \_\_\_\_\_ Grade Level(s) Taught: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**School Approval:**

Please have your principal print his or her name and sign below, signifying support for the project.

Principal's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Principal's Handwritten Signature: \_\_\_\_\_

Name of School: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

**Project Content:**

On a separate sheet of paper (**must be typed**):

1. Briefly state the **learning objective** for this grant (limit to two sentences).
2. Briefly describe the **project content/activities** for which you are requesting this grant.  
(Maximum 150 words)
3. Briefly describe **how you would utilize the grant funds** should you be selected as a recipient.  
(Maximum 150 words)
4. If available, please include the **cost of items** and/or the website of materials requested to assist the TRTF Grant Committee.

**Submit completed applications by 5:00 p.m. on Thursday, February 25, 2021:**

EMAIL: [sarah@trta.org](mailto:sarah@trta.org) Subject line: Grant Committee

MAIL: Texas Retired Teachers Foundation  
Attn: Grant Committee  
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Austin, TX 78701