

Dearborn County Retired Teachers Foundation, Inc.
Educator Grant

Applicant:

Date of Application:

Project Name:

Estimated Cost:

School:

School Address:

Home Address:

Cell Phone:

Email Address:

Personal Email Address:

Please complete the following questions, including **details** you believe will assist the Dearborn County Retired Teachers in understanding the project. Please type all responses on a separate sheet using the DCRTF format. PLEASE NOTE THAT NO APPLICATION WILL BE ACCEPTED UNLESS THIS FORMAT IS USED.

Describe the proposed project in detail. How does your project meet the goal of the retired teachers to bring innovative and creative learning to the classroom?

Describe how the project will benefit the students:

Cite any other criteria which might assist the Dearborn County Retired Teachers in understanding your project.

Please certify that you have not applied to other sources for funding for this project. If you have applied to other sources, what was the outcome?

Please add any letter(s) of recommendation from school personnel or other individuals who are familiar with your project and the impact it will have. An administrator **MUST** verify that he/she approves of this project.

Revised Nov. 2025

Dearborn County Retired Teachers Foundation, Inc.

Educator Grant:

As the local affiliate of the Indiana Retired Teachers Association, the Dearborn County Retired Teachers Foundation, Inc. strives to promote the welfare of Indiana's retired teachers, encourage and perpetuate education, and provide community leadership, service, and guidance.

The DCRTF established the Dearborn County Retired Teachers' Educator Grant to promote strong education and to support teachers in the classroom. We offer \$500-\$750 grants to teachers in both public and private schools.

Purpose: The purpose of the Dearborn County Retired Teachers Foundation, Inc., Educator Grant is to provide funding for a Dearborn County teacher to purchase educational materials for his/her **classroom, department, or school project**. Innovative/creative projects are given special attention. The Foundation will not buy equipment or supplies which should be purchased through the school budget.

Selection Process: All Dearborn County teachers are eligible for the Grant, even if they are a previous grant winner. He/She must submit a personal application and meet all requirements and deadlines.

Grant forms with letter(s) of recommendation must be completed and submitted to the Dearborn County Retired Teachers Foundation Grant Committee. Award recipients will be chosen by the Foundation Board.

Grant Use: Recipient will purchase materials for the classroom or school and present receipts up to \$750 to the Dearborn County Retired Teachers Foundation Treasurer for reimbursement by the designated date (usually \$500 for supplies/\$750 for equipment). In addition, the recipient must continue to teach in his/her Dearborn County School during the school year in which the award is presented.

Deadlines:

March 31: The application and letter of recommendation(s) must be received by the Dearborn County Retired Teachers Foundation, Inc. Please send applications/letters to Director Christelle Middendorf, 4231 Parkmont Drive, Cincinnati, OH 45238 or email to DearbornCoRTF@gmail.com.

June/July: The Grant winner will be notified.

August: The Grant winner and guest will be honored at the general meeting of the Dearborn County Retired Teachers.

December 31: The teacher must submit all receipts to Jascia Robinson, Treasurer, Dearborn County Retired Teachers Foundation, Inc., 9797 Wilderness Ln., Dillsboro, IN 47018, for reimbursement.

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Dearborn County Retired Teachers Foundation, Inc.

Educator Grant Winner

Procedures and Requirements:

1. Any active educator in any of the Dearborn County schools is eligible to apply for the Dearborn County Retired Teachers Foundation, Inc. Educator Grant. Notification of this opportunity will be made available in January.
2. Teachers may apply for a grant to be used in their classroom, department, or for a school project.
3. Nominations or applications must be received by **March 31** of that school year.
4. Special consideration will be given to creative or unique projects. Equipment or supplies which should be part of the school budget will not be considered.
5. These applications will be reviewed by the Dearborn County Retired Teachers Foundation Board. The award winner will appear at the **August** meeting of the Dearborn County Retired Teachers to receive the grant.
6. Any teacher who did not win for the current school year is eligible and encouraged to reapply for the Grant in following years. Past winners are eligible to reapply.
7. The recipient will be reimbursed up to \$750 for the specific project as described in the application. Materials purchased are for Dearborn County students.
8. The DCRTF Director should be notified in advance of the project so that members of the DCRTF may possibly visit to see the project in action.
9. Upon completion of the funded project the award winner will write a story about how the grant affected at least one student (physically, emotionally, or socially), being careful not to identify the particular student. Quotations from students are suggested. The grant sponsor should be mentioned and thanked for their support. Digital pictures in jpeg format must accompany the story and again should not identify particular students. These stories and pictures may be used in the DCRTF's Impact Statement, on the Dearborn County Facebook page, and in other publications. Do not submit slide shows such as PowerPoint slides.
10. The teacher must submit receipts for purchased materials to the Dearborn County Retired Teachers' Treasurer Jascia Robinson, 9797 Wilderness Ln, Dillsboro, IN 47018, by **December 31** of the school year.