MUST — MONTANA UNIFIED SCHOOL TRUST

Helping *Make a Difference*

WANTED: Classroom Innovators!

**Toshiba America Foundation accepts applications from teachers who are passionate
about making science and mathematics more engaging for their students.**

GRANT OPPORTUNITY:	☐ Grades K-5 ☒ Grades 6-12 ☐ Grades K-12 ☐ Other:
GRANT OVERVIEW:	Grants to USA Teachers of Grades 6-12 to Engage Students in Math and Science. Applications must be for project based learning.
DEADLINE(S):	Various (see below)

- **Grants less than $5,000**:

Application received by 12/1 Decision by 1/15 Funds sent by 2/15	Application received by 3/1 Decision by 4/15 Funds sent by 5/15	Application received by 6/1 Decision by 7/15 Funds sent by 8/15	Application received by 9/1 Decision by 10/15 Funds sent by 11/15

- **Grants greater than $5,000**: requests are accepted and reviewed twice a year – May 1 and November 1.

GRANT SUBMISSION:	☒ Online: http://www.toshiba.com/taf/612.jsp ☐ Other: ☐ Paper
DESCRIPTION:	Grants of up to $5,000 and grants starting at $5,000 to USA Grades 6-12 teachers of public and nonprofit private schools for fun and exciting classroom-based learning projects that aim to increase student achievement in math and science. Previous grants have funded mentoring programs, electronics courses, and biochemical research projects. The Foundation strongly encourages projects planned and led by individual teachers or teams of teachers for their own classrooms. Many successful grantees have designed projects that tap into the natural curiosity of their students, enable students to frame their own scientific questions, and incorporate the expertise of community partners.
RESTRICTIONS:	**Note:** TAF does not consider requests for computers, laptops or tablets. - TAF will not contribute to general operations, capital projects, endowments, conferences, independent study, fund raising events, or similar activities. - Religious or political causes will not be supported. - Organizations that discriminate on the basis of gender, race, age, disability, or religion are not eligible for funding. - No grants will be made to individuals. - Summer projects or after school programs cannot be considered. - Salaries, facility maintenance, textbooks, video production, audio-visual equipment (e.g., electronic white boards, Smartboards, document projectors, student response systems) and education research will not be funded. - No grants are available for computer hardware. - No single school may receive more than one grant at a time. - No new applications will be considered from grantees until final reports are approved.
ADDITIONAL INFORMATION:	As a grant recipient, school agrees: - To guarantee that funds from the TAF will be used for the purpose described in the online application. - To notify TAF within 15 days of a change in the project director or other key project personnel. - Project line items may not vary from the budget by more than 25% without prior approval of the TAF. - To complete an online final report at the end of the project period that includes reported actual total and line items expenditures and comparisons to the proposed budget (which is attested by the project director and a school budget officer). - Unexpended grant funds will not be allocated to other projects or purposes without the approval of the TAF. - To grant permission to the TAF to use quotes, photographs, or other items sent to the TAF when the purposed is to promote the charitable aims of the Foundation and its parent companies.
FINAL REPORTING:	Final project report within 30 days of completion (attached).
OTHER TEACHER RESOURCES:	http://www.toshiba.com/taf/resources.jsp

GUIDELINES FOR PROJECT FINAL REPORTS

Final reports on funded projects are due within 45 days after the official end date of the project. Toshiba America Foundation understands that projects do not always go exactly as planned, so please feel free to be candid about your experience with the project. Please use this final report as an opportunity to share with us your insights about how this grant affected instruction in your classroom. If you have questions, please do not hesitate to call us.

The recommended format, provided below, is intended to guide you in preparing your report. Please do not fill out this form.

SECTION 1. BASIC INFORMATION (please list vertically)

1. School/Organization Name:
2. Project Director's Name:
3. School/Organization Address:
4. Official Project Title:
5. Official Project Dates:
6. Approved Total Budget:

SECTION 2: FINAL FINANCIAL REPORT

This section of the report must follow the format given below and it must be signed by the school's financial officer, <u>not</u> the project director.

Format: COLUMNS A and B must duplicate what was contained in the final proposed budget. COLUMN C must contain, for each line item, the actual expenses for the item. If items were purchased that did not appear in the final proposal, they must be identified and fully explained in some fashion. Provide totals for COLUMNS B and C. If COLUMN C total is less than COLUMN B, please explain and discuss plans for the surplus funds. Approval must be sought for expenditure of surplus funds, please contact the Foundation with any questions.

A. Line Items	B. Proposed Expense	C. Actual Expense
Item Description	$	$
Item Description	$	$
Item Description *(continue as needed)*	$	$
Totals	**$**	**$**

Immediately under the financial information, provide the name of the financial officer, his/her title and telephone number. The following statement must be signed and dated by the financial officer:

> ***"I attest to the fairness and accuracy of this financial report and have explained any difference between the proposed and actual expenses."***

SECTION 3: PLANNED VS. ACTUAL OUTCOMES

Please revisit your project goals/objectives/outcomes as they appear in your final proposal. Next, compare/contrast actual outcomes to the planned outcomes, i.e., to what extent did the project actually achieve the expected outcome?

SECTION 4: EVALUATION

In the Evaluation portion of your proposal, you indicated the measures you would employ to see if the project was "successful." Based on how you said you were going to evaluate, please discuss the evaluation and the results from your project.

SECTION 5: OBSERVATIONS

Please discuss *briefly* the following two questions. <u>Please include anecdotal information to illustrate these observations.</u>

- Were there any surprises or unexpected outcomes?
- In what way were you, your students, your colleagues and your school made different because of the project?

SECTION 6: EXAMPLES OF STUDENT WORK

If possible, please provide tangible representations of your students work from this project. Frequently, teachers send us press clips, photos, websites created by the class, or examples of community recognition that resulted from the project (please note that we will not be able to return these materials).