



**MISSOURI RETIRED TEACHERS FOUNDATION (MRTF)  
 THE MRTF CLASSROOM GRANT PROGRAM  
 2024 APPLICATION – COVER SHEET**

**Deadline:** The grant application cover sheet and sections 1-4 materials must be postmarked no later than **June 30<sup>th</sup> (include two (2) copies of everything if mailed)**. Return to MRTF: [foundation@mortf.org](mailto:foundation@mortf.org) or 3030 DuPont Circle, Jefferson City, MO 65109

**Funds:** Funds may be appropriated in the areas of resources or materials used by an active Missouri public school teacher for the benefit of Missouri's Public School students. 84 grants will be awarded. All grants will be in the amount of \$500.

**Winners:** Winners will be notified by August 31<sup>st</sup>. A video report or one-page summary report from the grant recipient is due to the MRTF office by April 15<sup>th</sup>.

<b>APPLICANT'S INFORMATION</b>	
Applicant's Full Name:	
Applicant's Home Address:	
Applicant's Phone Number:	
Applicant's Personal Email:	
Grade(s) Taught:	
Subject(s) Taught:	
<b>SCHOOL DISTRICT'S INFORMATION</b>	
School District:	
School's Name:	
School's Address:	
School's County:	
School's Phone Number:	
Principal's Name:	

Applicant's Signature	Date	Administrator's Signature	Date
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*By giving, you leave a legacy; you create a memory that will not fade.*  
 MRTF is a 501(c)(3) not-for-profit charitable corporation.



## **MISSOURI RETIRED TEACHERS FOUNDATION (MRTF) THE MRTF CLASSROOM GRANT PROGRAM 2024 APPLICATION – SECTIONS 1-4 & INSTRUCTIONS**

### **Section 1: Title and Description (in 100 words or less)**

- Title
- Project description – evidence, rationale, and impact on students
- Grade(s) taught, subject(s) taught, and number of students served

### **Section 2: Purpose of the Project**

- Goals and objectives
- Specifics
- Measurables

### **Section 3: Planning**

- Action plan
- Dates and timeframe

### **Section 4: Budget**

- List of materials, supplies, and/or equipment needed
- Total price and detailed prices of materials, supplies, and/or equipment needed
- Suppliers needed to complete the project

### **Instructions:**

- Grant application submitted must include a completed cover sheet with the two (2) required signatures and sections 1-4 materials
- Keep sections 1-4 to a maximum of five (5) pages
- Applicant must turn in two (2) copies of the completed grant application
- Grant application must be postmarked to the MRTF office by June 30<sup>th</sup> (*address on letterhead*)

Thank you for your interest and intent to further the excellence of education in Missouri. The MRTF office will notify all winners and nonwinners with a mailed letter by August 31<sup>st</sup>. If you have questions or concerns about the application process, please contact the MRTF office at (877) 366-6782. Applications may be downloaded via MRTF's website at <https://mortf.com/grants/apply-for-grant/>. **Please make sure to select the correct grant application as MRTF has two (2) different grant programs – one for classroom grants and one for support staff/PEERS members.**

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