



MRTA/MRTF

877-366-6782

3030 DuPont Circle

Jefferson City, MO 65109

www.mortf.org

**MISSOURI RETIRED TEACHERS ASSOCIATION
FOUNDATION (MRTF)
THE MAGGIE ELDER MEMORIAL
PEERS/SUPPORT STAFF 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

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 30th (*address on letterhead*)

**PEERS/SUPPORT STAFF:
Secretaries, Bus Drivers,
Cooks, Custodians,
Nurses, etc.**

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 31st. 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 we have two (2) different grant programs – one for classroom teachers and one for support staff/PEERS members.**

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.