



FOUNDATION FOR PORTLAND PUBLIC SCHOOLS

Fall 2021 Grants Requirements & Guidance

Please Read ALL Before Beginning Your Grant Application

FPPS encourages applicants for Equity and Innovation Teacher Grants to consider proposals that seek funding to support or engage students that specifically align to the Equity pillar of the [Portland Promise](#). *However, the premise of these grants has always been that teachers know their students' needs best. Therefore, we will consider all proposals that support teacher-led classroom innovations which enhance learning experiences for students in Portland Public Schools in response to the Portland Promise.* The program recognizes, rewards, and supports teachers' work to inspire students and improve learning outcomes. We also encourage applicants to consider proposals that partner with community organizations such as the Maine Audubon.

- Fall Teacher Equity & Innovation Grants (formerly known as PEF Teacher Grants) award up to \$1,000 per application. Please do not request more than \$1,000 in any one grant application.
- Most applicants are eligible to receive up to \$1,000 total from FPPS during the Fall 2021 grant cycle, either through one grant or multiple, smaller grants. The exception to this is staff members who work at / serve more than one school. Applicants who work in multiple schools are eligible to receive up to \$1,000 for each school.
- Multiple applications seeking support for one project will be considered. Each application up to \$1,000 must contain the same Proposal Name and each application must be submitted by different Lead Applicants. All involved parties must be listed as co-applicants even if they are a Lead Applicant on another application with the same Project Name
- PPS Employees who fall within the PEA Employment Umbrella are eligible to apply.
- Grant applications must align with and aim to advance one or more of the pillars of the [Portland Promise](#): Achievement, Equity, Whole Student, and/or People.
- Funds may be used for materials, books, visiting experts, or other resources that will directly impact students' educational experience in any subject area. Funding in support of before or after school programming will be considered.

- All grant recipients are *required* to submit a Final Grant Report. If you received a Fall Grant in a previous year, please make sure you have filed a completed Final Report *before* submitting another application. [Link to Final Report Form](#)
- Funds may not be used for food/parties, or to pay teachers/applicants for professional development.
- Grant budget must be complete with both expenses and revenues clearly spelled out, and equal to each other.
- Transportation costs included in a grant proposal cannot exceed 25% of the funding requested from FPPS.
- Any/all recipients of an FPPS grant agree to the following:
 - Provide photos, video, stories, and/or other documentation about the project that can be shared by the Foundation for Portland Public Schools. All images of students require signed media consent forms that are on file with the school.
 - Willingness to present or share information about the grant project at the Foundation’s annual fundraising event for this program.

Grant Budget Example:

Revenue Requested from FPPS in support of proposal: \$804.50

Description of Expense	Amount
20 Bouncy Bands for Chairs - \$15.00 each	\$300.00
5 Rocker Chairs - \$25.00 each	\$125.00
3 Mini Top Cushions - \$44.00 each	\$132.00
4 Footballs - \$21.95 each	\$87.50
8 Wiggle Seats for Sensory Kids \$20 each	\$160.00
TOTAL	\$804.50