



HACKENSACK ROTARY · PO Box 471 · Hackensack, NJ 07601

Tony Marseglia Teacher Mini-Grant Program

The Hackensack Rotary Tony Marseglia Teacher Mini-grant program provides small grants to educators in the Hackensack Public Schools to assist with implementing an innovative project in their classroom.

1. Individual grants shall not exceed five hundred dollars (\$250) and a teacher is only eligible for one grant per year.
2. Funds may be used to purchase equipment, materials, supplies or contracted services. The funds may not be used for salaries or to supplant expenses normally provided for in the regular school budget.
The purpose of the grant is to support educators in implementing a special project that is not supported in the regular school budget.
3. Completed applications shall include all pertinent information and a signature of your principal or department head indicating approval of the project is needed.
4. Funds shall be disbursed, payable to the school, after the club has received confirmation from your Principal accepting the grant and an assurance that the funds will be used as indicated in the grant application.
5. Grant recipients agree to submit a written report / thank you note with photographs of the project upon its completion.
6. Applications can be submitted to Hackensack Rotary via Katie Zoch at Kathryn.zoch@gmail.com.
7. Applications are being accepted on a rolling basis until April 1, or until all funds are exhausted, whichever comes first.
8. Grant approvals should be expected about 30 days after submission.

Tony Marseglia Teacher Mini-Grant Application

Please limit your responses to the space provided. Supplemental information may be submitted and attached to the application if necessary.

Name:	_____	Grade Level:	_____
School:	_____	Subject:	_____
Email:	_____	Telephone:	_____
Principal:	_____	Principal's Email:	_____
Title of Project:	_____		

1. Briefly summarize the project/program you would like implement, indicating how it will expand your teaching methods and enhance the student's educational experiences. Please include learning objectives and goals.
2. Approximately how many students will participate in this project and how many classes?
3. Please provide an approximate schedule for implementation, i.e. month/date. If ongoing, then provide the date ranges.



4. Provide a list of proposed expenditures and associated costs. Please note that grants are limited to two hundred fifty dollars (\$250) or less. Will the project require funding in advance of implementation or reimbursement after submission of receipts?

5. Anything additional you would like to add?

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- We certify that the above information, to the best of our knowledge, is accurate and truthful.
 - We agree, if funded, to provide a brief project report, including receipts for funds expended and, if applicable, to return unused funds.
 - We certify that funds granted will not supplant Hackensack Board of Education Funds.
We certify that, if funded, funds will be used only as proposed above.

Teacher Signature:

Date:

Principal Signature:

Date:

