

## **THE KAREN COX MEMORIAL GRANT PROGRAM**

The Montana Professional Teaching Foundation (MPTF) is pleased to announce applications are now in order for Karen Cox Memorial Grants. Karen Cox grants are available to Montana Federation of Public Employee (MFPE) member educators to help supplement their curriculum and classroom practice. MPTF awards these grants in memory of one of Montana's great educators, Karen Cox, who lost her life doing what she loved, working to enhance Montana public education and her union.

**Eligibility:** MFPE member educators who have not received a Karen Cox grant in the last three years.

**Deadline:** Grant applications must be received by December 2nd. MPTF will award grants no later than December 31. MPTF will not consider late applications.

**Purpose:** Because curriculum and classroom needs vary widely across Montana public schools, grant proposals may include classroom equipment and supplies, technology, or innovative teaching materials that will enhance student learning.

### **Grant Guidelines:**

1. **Description:** This section should include goal(s) and objective(s). Briefly describe how the project will meet the stated goals and objectives.
2. **Timeline/How Funds will be Spent:** Use this section to describe when the activities/purchases will take place. Provide a summary of how funds will be spent and where materials will be purchased.
3. **Amount of Funding Request:** Use this section to state the amount of funding you are seeking. (Maximum \$500 per applicant).
4. The appropriate school official must sign the application form before it is submitted along with a completed W-9. Unsigned applications will not be considered for funding.
5. **All applications must be typed.**

**Submit Proposals to:** Donna Graveley, Administrator  
Karen Cox Memorial Grant Program  
Montana Professional Teaching Foundation  
1232 E. 6<sup>th</sup> Ave.  
Helena, MT 59601

Funds must be used for the project described in the grant application.

**Application follows on next page:**

**MONTANA PROFESSIONAL TEACHING FOUNDATION  
KAREN COX MEMORIAL GRANT APPLICATION**

School Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Grade(s) Taught: \_\_\_\_\_  
(grades of students benefiting from this grant)

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

☐ MFPE Member

☐ I have not received a Karen Cox Grant in the last three years.

☐ W-9 attached

**Project Description:**

**Timeline/How Funds will be Spent (where the materials will be purchased):**

**Amount of Funding Requested:** \_\_\_\_\_ (maximum \$500)

By signing below, I certify that the awarded funds will be used in the manner described in this proposal. I agree to provide a summary of what was accomplished with the grant, how the grant was expended and proof of materials purchased to the Foundation within 60 days of this grant award. Any MFPE member of a Montana public school is eligible to apply. Sign hard copy of application and mail.

\_\_\_\_\_  
Applicant's Signature (Date)

\_\_\_\_\_  
Appropriate School Official (Date)

\_\_\_\_\_  
Title  
(School Official must provide a completed W-9)

**W-9 follows on next page.**