



7973 E. Grand River Ave.
Portland, Michigan 48875

phone: 1-800-562-8232
fax: 517-647-4856
www.homeworks.org

Touchstone Energy Classroom Technology Grants

HomeWorks Tri-County Electric Cooperative is accepting applications for our 2017 Touchstone Energy Classroom Technology Grants Program. Schools that serve children of HomeWorks Tri-County Electric members can receive a grant of up to \$2,000 to fund innovative programs, particularly those involving technology or equipment that enrich students' education.

Teachers and administrators of public or private K-12 schools may apply. Multiple projects within the same school district can be combined to a total of \$2,000 per year. **The total amount given to any one project, or to any one school district in a grant year, is \$2,000; grant funds must be claimed by Nov. 1, 2017.**

We reserve the right to take pictures of the winners and they may be printed in *Country Lines*, our member magazine; on our Facebook page; and/or appear on our website or other electronic media.

Preference will be given to projects and programs involving use of technology or tangible equipment that enhance learning and are not currently being funded through the school's budget.

For more information, please contact Jayne Graham at jgraham@homeworks.org, or 517-647-1252 (1-800-821-4956, ext. 1252).

Email, fax, or mail your completed Education Grant Application to:

HomeWorks Tri-County Electric Cooperative
Attn: Jayne Graham
7973 E. Grand River Avenue
Portland MI 48875

Fax: 517-647-4856 | Email your application (as a doc, docx, or pdf) to jgraham@homeworks.org

DEADLINE: Your grant application must be received at our office by 5 pm Monday, Jan. 16, 2017

- A list of eligible school districts - page 2
- Grant application and instructions - page 3



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Who is eligible for a Touchstone Energy Education Grant?

Public or private schools that have children of HomeWorks Tri-County Electric members enrolled may apply for an Education Grant. The school or school district does not need to have electricity supplied by HomeWorks Tri-County Electric.

Most public school districts that serve children who live within the HomeWorks Tri-County Electric service area are listed on this page. If your school is not listed, please contact us to determine eligibility. Each separate school within a school district may apply for a grant; however, any one school district will be limited to a total of \$2,000 per year.

For more information, please contact Jayne Graham at jgraham@homeworks.org, or 517-647-1252 (1-800-821-4956, ext. 1252).

We serve areas in these 13 counties: Barry, Clare, Clinton, Eaton, Gratiot, Ingham, Ionia, Isabella, Jackson, Mecosta, Montcalm, Osceola, and Saginaw.

Public school districts include: Alma, Ashley, Beal City, Big Rapids, Carson City-Crystal, Central Montcalm, Charlotte, Chippewa Hills, Clare, Dewitt, Eaton Rapids, Ewart, Farwell, Fowler, Fulton, Grand Ledge, Ionia, Ithaca, Lakeview, Lakewood, Leslie, Maple Valley, Mason, Montabella, Morley-Stanwood, Mt. Pleasant, Oneida, Ovid-Elsie, Pewamo-Westphalia, Portland, Potterville, Reed City, Saranac, St. Johns, Shepherd, Stockbridge, Vestaburg.

Note: the total amount given to any one project, or to any one school district in a grant year, is \$2,000.

Some examples of previous grants:

- Classroom software licenses for 3-D CAD/CAM software
- Mobile iPad or laptop labs
- Interactive document cameras (ELMOs)
- Video camera with high-quality audio for a band program
- A soil erosion demonstration table and rock tumbler
- Leap Frog/Leapster reading units
- Electronic balance scales for a science classroom
- Electric wiring kits for an Industrial Arts classroom
- A used telescope
- Laptop hardware upgrades
- Web based social studies and math programs



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Touchstone Energy Education Grant Application

Applicant's Name: _____

Title: _____

School Name: _____ District: _____

School Address: _____

City: _____ Zip: _____

Daytime Phone: _____ E-mail: _____

Specific amount requested \$ _____ Today's Date: (mm/dd/yy) _____

BRIEF description of project: _____

By completing and submitting this form, I give consent for HomeWorks Tri-County Electric Cooperative to take photographs and give permission for the photos to be published as part of any media coverage of the Grant program, if I am selected as a grant recipient. I further agree to claim grant funds by Nov. 1, 2017.

Your application should include typed responses to the following questions, on a separate sheet, along with this form. If there are multiple projects within your grant application, please respond separately for each project. Responses for each project should not exceed 3 pages. You may also include photos and/or supporting data if you wish. **Please avoid references to your school's name, mascot, town name, or any other identifying descriptors in your answers.** You must have your school administration's approval for the project(s) and this application.

- Briefly describe the proposed project/program and what purpose would it accomplish?
- What is the estimated cost of the project/program? Please include an itemized list if appropriate.
- Why are outside funds needed?
- Who and how many would benefit from this project/program?
- How would you determine the success of the project/program?

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Fax: 517-647-4856 | Email your application (as a doc, docx, or pdf) to jjraham@homeworks.org

DEADLINE: Your grant application must be **received at our office** by 5 pm Monday, Jan. 16, 2017. Be sure to include this completed cover sheet and your responses to the five questions above on a separate sheet (please be sure to remove all references to school name, district, town, or other identifying descriptors).



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Here's what to expect:

Once all applications are received (Monday, Jan. 16, 2017 at 5 pm), it will take up to two weeks for review (depending on how many applications are received) and the successful grants to be selected. ALL applicants will receive a letter or email with a "yes" or "no" answer. You should hear back from us no later than Feb. 15.

Successful applicants will be contacted to schedule a time for a "grant presentation" photo with our big check. We love to include students and/or administrators in these photos, which will be published throughout the year in *Country Lines* magazine, on homeworks.org, and on our Facebook page, among other places.

To get the actual money, **you or your school should purchase the items** listed in the grant application and submit the purchase invoice, order confirmation, or other proof of purchase (including total cost and the supplier's name and address) to Jayne Graham at HomeWorks for reimbursement. Invoices received by Monday will usually be paid on the following Thursday - we try to be quick about getting your money to you.

If availability of equipment or software becomes an issue, or your plans change, after we notify you of the grant, please contact Jayne Graham as soon as possible. Generally, as long as the cost is the same or less than the original request, we're happy to modify the grant; we just would like to know for accurate reporting of the project.

The deadline for submitting your purchase invoice(s) is Nov. 1. This should give you some flexibility in when the purchase is made and the materials put to use in your classroom. (We start nagging any laggards in August or September.) Funds not claimed by Nov. 1 may be offered to a previously unsuccessful applicant.