

## **Penn Science Teacher Institute Teacher Mini-Grant Application General Information**

### **What is a *Penn Science Teacher Institute (Penn STI) Mini-Grant*?**

A Penn STI Mini-Grant provides monetary support to teachers interested in pursuing creative and innovative educational projects that are consistent with the mission of Penn STI. Mini-Grant funds, granted to the program by the National Science Foundation, may be used to purchase materials, supplies and equipment to be used in middle or high school science classrooms. Money may not be used for field trips, conferences, or other professional development opportunities. The duration of the grant is one school year.

### **Who is eligible?**

All graduates of the MCE program and current students of the Penn STI program are eligible to apply for Penn STI Mini-Grants.

### **How much money is available?**

For the 2007-2008 school year, 20 grants of up to \$1000 apiece are available.

### **How are awardees selected?**

Applications will be submitted for review to the Penn STI Mini-Grant Committee, which is made up of former Penn STI teachers and the program's Associate Director. The Committee will then evaluate the applications based on their consistency with the mission of the program and will award grants as it deems appropriate.

### **How can you apply?**

Complete the application, including responses to all points and a projected budget, and submit it to the following address: Penn STI Mini-Grant Committee, c/o Jane Horwitz, Department of Chemistry, University of Pennsylvania, 231 S. 34th Street, Philadelphia PA 19104-6323. **Applications must be postmarked or hand-delivered by September 12, 2007, to be considered**

### **How is the grant awarded?**

Upon receiving a Mini-Grant, teachers will be required to submit a detailed list of each item to be purchased, including source (based on the Penn approved vendor list), item number, catalogue price and anticipated shipping costs. All orders will be placed from the Penn STI office; teachers will need to pick materials up there. Upon completion of the project, how these materials were used must be reported to the Committee along with the evaluation.

### **If materials are purchased, who owns the materials?**

Based on NSF guidelines, all non-consumable materials purchased by a teacher using a Penn STI Mini-Grant will become the property of that teacher's school district.

### **What is the timeline for the Mini-Grant process? (check dates)**

Initial Mini-Grant application postmarked by: **September 12, 2007**

Mini-Grant awarded: **September 28, 2007**

Materials available for pick-up: beginning **October 15, 2007**

Mini-Grant money used by teacher: before **June 1, 2008**

Evaluations (inc. posters) due: **June 23, 2008**

Mini-Grant Poster Session: **July 10, 2008**

