



THE NATIONAL EDUCATION ASSOCIATION'S URBAN GRANT APPLICATION

GRANT PROCEDURE

Applicants must submit a proposal to NEA constituent relations/NCUEA office. Proposals must be received by September 30. Please complete and email the form to Connie Morris at cmorris@nea.org, then fax the signature page to 202-822-7624.

Grant Title _____ Date of Submission to NEA _____

Name of Local Affiliate Applicant _____

Name of State Affiliate _____

Please indicate if you had a previous Urban Grant _____ Date _____

PART I

Applicant Information

Full Name _____

Complete Address _____

Telephone _____ Fax _____

Email _____

Local Affiliate President _____

Telephone _____ Email _____

Local Affiliate Executive Director/UniServ Director _____

Telephone _____ Email _____

Project Coordinator(s) _____

Telephone _____ Email _____

PART IV: PROJECT DESCRIPTION

Objectives: List the specific objectives to be accomplished in the program, preferably in measurable terms.

Activities: States the activities that will take place to accomplish the objectives.

Products and/or outcomes: Describe any products and/or outcomes that will result from the project.

Roles and responsibilities: List the principal people involved and their major responsibilities.

Timeline: Construct a timeline for the project. Note when major activities will take place. The project, or the phase of the project to be funded by an Urban Grant, must be completed by the following December.
