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You can review the information you've provided so far and make necessary modifications here. If you're satisfied with the contents of the application, click **Submit** to forward your application for consideration. If you're not ready to submit your application yet, click **Save & Finish Later**.

Affiliate Information

[Printer Friendly Version](#) | [E-mail Draft](#)

* Required before final submission

Affiliate IRS Information

The information in this section has been retrieved from the IRS database. If this is not your affiliate, use the back button in your browser to reenter the correct EIN number.

IRS Employee ID Number (EIN)

Affiliate Legal Name

Doing Business As
as it appears on the IRS database

Tax Registration Date

Affiliate General Information

* **Affiliate Name**

The pre-populated affiliate name is the organization name registered with the IRS for the EIN number provided. You may change this to your local affiliate name if different than what the IRS has on file. Federal Education Association should provide the International Affiliate requesting the grant.

* **Street Address**

* **City/Province**

For non-U.S., provide state, province, territory, county as required

* **State**

For Federal Education Association select "na"

* **Country**

* **Postal Code**

Request Information

Request General Information

* **Submission Date**

* **Project Start Date**

* **Project End Date**

* **Total Request Amount**

Request Primary Grant Contact

Prefix
First Name
Middle Name\Initial
Last Name
Suffix

Title

Work Address

Work City\Province
For non-U.S., provide state, province, territory, county as required

Work State
For Federal Education Association select "na"

Work Country

Work Postal Code

E-mail

Work Phone **Extension** **Work Fax**

Mobile Phone

Request Detail

*** Project Summary**
Please provide an overview of the body of work that the coordinator hired with grant funds will manage.

Word count 0 of 300

*** Theory of Success: How will you know that the project was successful? What is the story you want to tell when the project is complete?**

Word count 0 of 300

*** Geographical Area Served by the grant?**
Select the State or Country that is MOST impacted.

*** Membership Category(ies) served by the grant?**
Must = 100%

- Active Professional %
- Aspiring Educators %
- ESP %
- Higher Education

Public employees %

Retired %

Strategic Objectives

* Which one of the NEA Goals Strategic Objective is most aligned with the purpose of your grant proposal?

- Select One -

* Which one of these ten content areas ("content clusters") best describes the primary focus of your grant proposal?

- Select One -

* Select keyword(s) that further describe your grant program content and focus:

Education funding

American Recovery Plan

Project Budget

Position Information

* Position Type

New Hire

* Do you have a job description for this position

If "Yes", please upload it on the last page of this application.

Yes

* Timeline for onboarding coordinator?

Word count 0 of 300

* Coordinator Start Date

Anticipated Budget

Enter your anticipated budget amounts for each budget category. For those amounts not applicable to your grant budget, leave the default value of zero (0). Please note that you will be required to submit ACTUAL SPENDING by budget category via online progress and final reports.

PERSONNEL\STAFFING

* Salaries * Benefits * Paid Release Time * Stipends * Substitutes

* SUB-TOTAL: PERSONNEL\STAFFING

* Provide a detailed justification for the proposed personnel\staffing grant expenditures.

Enter NA if not applicable.

Word count 0 of 300

Anticipated Results

Results Summary

*** Statement of Need** 


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Word count 0 of 300

*** Grant Strategy** 

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Word count 0 of 300

*** Evaluation Plan** 

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*** Sustainability Plan** 

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Grant Specific Metrics

Please provide detail for up to 3 goals specific to this grant request.

*** Goal 1 Description**

What do you want to accomplish? Future reports on progress of grant will include updates on these outlined goals.

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Word count 0 of 300

*** Goal 1 Measurable Outcome(s)**

What does success look like? What are your numeric measures on each goal?

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Word count 0 of 300

*** Goal 1 Key Activities**

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Word count 0 of 300

Goal 2 Description

What do you want to accomplish? Future reports on progress of grant will include updates on these outlined goals.

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Word count 0 of 300

Goal 2 Measurable Outcome(s)*What does success look like? What are your numeric measures on each goal?*

Word count 0 of 300

Goal 2 Key Activities

Word count 0 of 300

Goal 3 Description*What do you want to accomplish? Future reports on progress of grant will include updates on these outlined goals.*

Word count 0 of 300

Goal 3 Measurable Outcome(s)*What does success look like? What are your numeric measures on each goal?*

Word count 0 of 300

Goal 3 Key Activities

Word count 0 of 300

Terms**GRANT PROGRAM TERMS**

1. The assigned person funded to serve in this coordinator's role shall be responsible for optimizing and leveraging the allocation and spending of new federal resources through cross departmental coordination, collaboration, and organizing within the state affiliate and with locals.
2. The coordinators will meet virtually as a network to exchange ideas, share strategy, and form a learning community. The assigned individual shall fully participate in the NEA-led state affiliate coordinator's network and learning community.
3. The assigned person shall utilize the NEA designated platform(s) for data collection, communicating, sharing resources and attend regularly scheduled virtual meetings.
4. If a face-to-face meeting is called by NEA, NEA shall provide direct billed airfare and direct billed hotel. All other expenses will be the responsibility of the state affiliate. No more than two face-to-face meetings shall be held per year.
5. The coordinator's primary role as it relates to these federal funds is to help NEA and affiliates: demonstrate the need for this critical funding; help direct available federal resources to support educator's expressed solutions and needs; lift member-voice and engagement; and celebrate and show the positive impact these resources have on the lives of educators, students and public schools. Exemplars and effective solutions will regularly be shared with the Biden Administration as well as to the media.
6. The assigned person shall provide a formal progress report to NEA, as requested, but such reporting shall not exceed two times per fiscal year.
7. State affiliate agrees to utilize and co-brand NEA's official campaign branding associated with this effort.
8. State affiliate president and executive director sign the application affirming their agreement to the purpose and terms of the grant.
9. This grant contains a right of return for funds not spent on the coordinator position described herein.
10. State affiliate agrees that grant funds will not be used to make a contribution or expenditure in connection with any election for federal, state, or local public office, or for any other purpose constituting an "exempt function" activity as described in Section 527 of the Internal Revenue Code, 26 U.S.C. 527.
11. State affiliate understands that funds expended for lobbying activities may require registration and/or reporting pursuant to state or local lobbying disclosure laws. Affiliates should contact NEA Office of General Counsel for guidance.

NEA ENTERPRISE TERMS

1. Only NEA affiliates are eligible for these NEA grants. By applying for this grant, you affirm that your affiliate is an NEA affiliate subject to the requirements of the NEA Constitution and Bylaws.
2. Record all member recruitment and engagement data (one on ones, new members, and new leaders) in My Workers VAN, NEA360, or another mutually acceptable and accessible database that allows the information to be appended to the member's profile.
3. Affiliate leaders will share program development, materials, and key learnings with other affiliates electronically (e.g., virtual events and www.mynea360.org) and/or appropriate events.

4. Any grant funds received will be used to fund the coordinator role and will be spent by the end of the grant term. NEA reserves the right to request any remaining funds be returned if unused by the end of the term, or if there has been a lack of progress. If the grant term needs to be altered, the affiliate should contact their assigned NEA liaison for consideration/approval. NEA has the ability based upon reporting and other discovery, to withhold grant payments if it is determined there is a lack of appropriate progress of misuse of funds. The affiliate coordinator will respond promptly to communications from the assigned NEA liaison(s).
5. Affiliates are expected to utilize the NEA brand on all communications and materials.
6. If your grant request is approved, the information provided in this MOU will constitute the grant agreement between NEA and your affiliate. A brief application will accompany this MOU to capture proposed goals, outcomes, and budget all of which must comply with the terms of this MOU. NEA reserves the right to request additional clarifications or terms as part of the grant agreement, which will take the form of an addendum and be mutually agreed upon by NEA and your affiliate.
7. Your affiliate agrees to share with NEA all rights, titles, and interest to any copyrightable works, trademarks, and other intellectual property that arises from, or is created by your affiliate, as result of receiving this grant (collectively, the "Intellectual Property"). Both the affiliate and NEA are jointly licensed to use, reproduce, distribute, and publicly display the Intellectual Property solely in connection with everyday business activities.

Agreement to Terms

By submitting this application you agree to all terms.

* Name of Person Authorized to Agree to Grant Terms

Verify Name of Person Authorized to Agree to Grant Terms

* Title of Person Authorized to Agree to Grant Terms

Attachments

There are no files attached.