

PROFESSIONAL DEVELOPMENT IS ONE OF AFPE'S FUNDAMENTAL TENETS.

To submit a grant proposal to defray the cost of a university course, please send the following:

- AFPE grant form
- Copy of your transcript showing one or more courses completed between July 1, 2018 and June 1, 2019
- Proof of payment

To submit a grant proposal to defray the cost of attending a conference, send the following:

- AFPE grant form
- Proof of payment
- Proof of attendance
(copy of a badge, certificate of attendance, etc.)

AFPE WILL REIMBURSE THE FOLLOWING

(check all you are seeking reimbursement for)

- Hotel
- Registration fees
- Primary commercial travel

To submit a grant proposal for classroom educational materials, send the following:

- AFPE grant form
- An itemized receipt
- A detailed lesson plan showing how your materials will be used

AFPE TEACHER GRANTS

Professional Development Opportunity

Members in good standing may apply for a grant by completing the form below and sending it with the required paperwork via Pony to Katherine Rehm, AFPE Secretary, at West Springfield High School. Completed applications with all supporting documentation will be approved on a first-come, first-served basis until all funds have been exhausted.

Graduate courses or workshops must be completed between July 1, 2018 and June 1, 2019. The maximum amount of any one grant is \$1000; no individual may receive more than a total of \$1000 in grant monies per school year.

Grant applications along with all supporting materials must be received by June 1, 2019, for any expenses or coursework for the 2018-2019 school year. Applications sent without all supporting documentation will NOT be considered.

Name: _____

Type of Professional Activity: _____

What is your primary reason for participating in this activity? _____

Work Location: _____

Total Cost: _____

Amount requested: _____

\$1000 max

I certify that I have not applied for monies from any other source, including FCPS and/or any PTA/PTO/PTSA, to defray the cost to which this grant application refers.

Signature _____

Date _____

Grant payments are made shortly after AFPE quarterly meetings. Please do not expect immediate reimbursement.

