

TEACHER MINI-GRANT APPLICATION INSTRUCTIONS



COMMUNITY FOUNDATION FOR OCEANA COUNTY TEACHER MINI-GRANT APPLICATION

Who

Public and private school teachers and counselors in Oceana County are eligible to apply. You can only submit one application, and grants are limited to one per classroom and one per teacher.

What

Grants can be up to \$250 for specific projects or programs including: program enhancement that meets curriculum guidelines, expanding an already existing unit, student awards, special events, professional development, artists in residence and parent involvement programs. Grants are not awarded for basic, everyday supplies. YAC does not typically fund field trips, iPads, or school store projects.

When

Applications are due by midnight on August 30th each year. Grant awards are distributed in September.

How

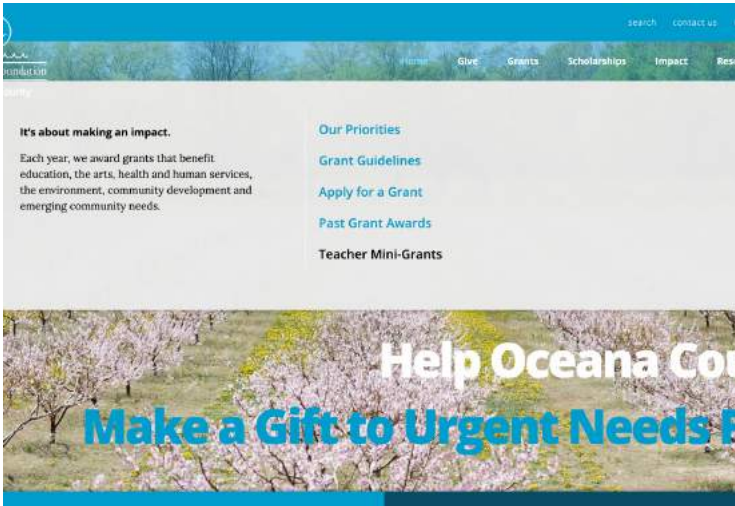
Teacher mini-grant applications are submitted online in our grant portal, GoApply. An evaluation and photos will be required for each and every mini-grant that is funded. Please read the instructions prior to creating your registration, or completing the application.

The Youth Advisory Council (YAC) brings high school students from throughout the county together to provide grants to programs that impact their peers. The YAC is made up of student representatives and adult advisors from 5 Oceana County schools and provides over \$20,000 per year in grant awards that impact youth issues. Our Youth Advisory Council invites teachers to apply for mini-grants to help them out in the classroom. Whether it's a new idea or that little extra you need to make your lesson plans great, you can brighten your classroom with a little help from our youth.



COMMUNITY FOUNDATION FOR OCEANA COUNTY TEACHER MINI-GRANT APPLICATION

1. Start at oceanafoundation.org. Click on *Teacher Mini-Grants* under the *Grants* tab.



2. After reading through all the instructions, scroll down the page to enter the GoApply portal where you will submit your grant application. It will be under our 'How' Section.

[2017 Teacher Mini-Grants fall round](#)
[2019 Teacher Mini-Grants spring round](#)
[2018 Teacher Mini-Grants fall round](#)
[2018 Teacher Mini-Grants spring round](#)

Who

Public and private school teachers and counselors in Oceana County are eligible to apply. You can be limited to one per classroom and one per teacher per school year.

What

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When

Applications are due by midnight on **August 30th each year**. Grant awards are distributed in Sep

How

Teacher mini-grant applications are submitted in our grant portal, **GoApply**. An evaluation of a mini-grant that is funded. Please read the instructions prior to creating your registration, or complete

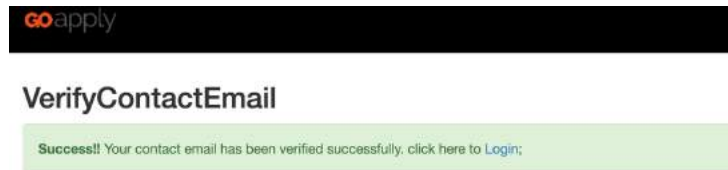
Final Grant Report

3. In GoApply, create a new user profile. You will register as an individual.

A screenshot of the GoApply 'Log In' page. It features a 'Log In' heading, an 'Email' input field, a 'Password' input field, and a 'Reset Password?' link. Below the fields is a red 'Log In' button. At the bottom, there is a box for 'You are applying on behalf of:' with radio buttons for 'Yourself' (selected) and 'Organization', and a red 'submit' button.A screenshot of the GoApply 'Register' page. It features a 'Register' heading and several input fields: 'First Name', 'Last Name', 'Email', 'Password', and 'Confirm Password'. Each field has a red error message below it: 'First Name is required', 'Last Name is required', 'Email is required', and 'Password is required'. A red 'Register' button is at the bottom.

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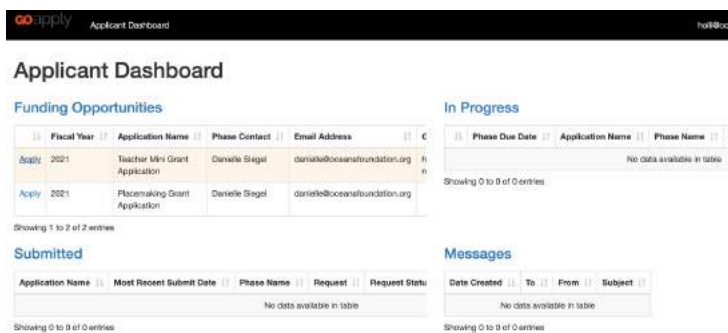
4. After registering, go to your email to verify your account. Click on the link that was sent to your email. Next, login in to the GoApply Portal.



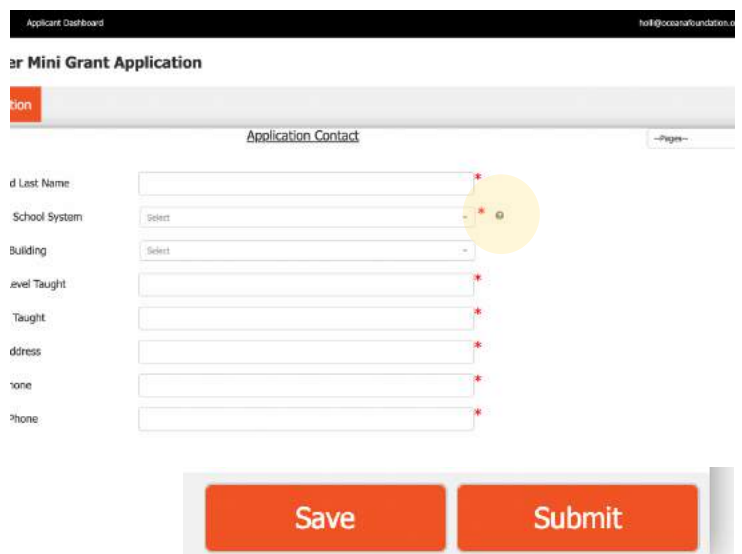
***** Don't forget to check your junk folder if you can't find the email. If you find it, mark Bromelkamp Company (our software provider) as 'not junk' or 'safe.'**

**** To see an explanation of a question, hover over the ? symbol next to an application question.**

5. The next step is to complete the **Teacher Mini-Grant Application**. It is available under the header **Funding Opportunities**.



6. To start the application, input your **Contact Information**. Click **Save and Continue** after finishing the first page.



COMMUNITY FOUNDATION FOR OCEANA COUNTY TEACHER MINI-GRANT APPLICATION

7. Next, input the **Application Details**, including your project's budget, description, and how it will positively impact your students. Click **Save** and **Submit** after finishing the application.

Teacher Mini Grant Application

Application

Application Details
--Pages--

Project Title		*	?
Number of Students Served		*	?
Amount Requested		*	?
Total Project Cost		*	?

Save

Save & Continue

8. Upon submission of your application, you will see your finished application under **Submitted**.

GO apply
Applicant Dashboard
holli@oceanafoundation.org
LogOut

Applicant Dashboard

Funding Opportunities

	Fiscal Year	Application Name	Phase Contact	Email Address	
Apply	2021	Teacher Mini Grant Application	Danielle Siegel	danielle@oceanafoundation.org	h n
Apply	2021	Placemaking Grant Application	Danielle Siegel	danielle@oceanafoundation.org	

Showing 1 to 2 of 2 entries

In Progress

	Phase Due Date	Application Name	Phase Name	Phase Type	Phase Gu
Continue	8/30/2021	Teacher Mini Grant Application	Application		https://oc mini-grant

Showing 1 to 1 of 1 entries

Submitted

Application Name	Most Recent Submit Date	Phase Name	Request	Request Statu
Teacher Mini Grant Application	7/26/2021 2:56 PM	Application	002826	Pending

Messages

Date Created	To	From	Subject
No data available in table			

Showing 0 to 0 of 0 entries

**** Once you start an application, it is available under In-Progress! You do not have to start a new, blank application.**