

NAEE Professional Development Mini-Grant Program

The NAEE Mini-Grant Program is designed to enable active NAEE members to apply for funding for professional development activities that will enable them to be more effective economic educators. Priority will be given to those activities involving networking with other NAEE members. Mini-grants may be used to promote or supplement activities that may fall outside the normal Center or Council budget process. Possible activities to be funded could include:

- travel to visit and observe another Center or Council,
- travel to observe a teacher workshop,
- communication with a mentor Center or Council, or
- bringing in network people to help conduct workshop or assessment activity.

Activities that will not be funded include registration fees and travel to professional meetings or routine production costs for workshops. All other activities that enhance and strengthen Centers or Councils will be considered. NAEE has budgeted \$3000 for mini-grants in 2010, with a maximum of \$500 to be allocated per grant. Funded activities generally should take place in 2010.

Application Process

Applicants should submit a brief (one-page) written proposal to the 2010 NAEE President Helen Meyers by email (hmeyers@moore.sc.edu) by February 1, 2010. The proposal should include the following:

1. a description of the proposed activity, including an explanation of how it will enhance the professional development of the applicant(s),
2. a proposed budget, including a discussion of matching funds and/or in-kind support, if applicable,
3. a timeline for carrying out the activity and submitting a summary report,
4. a statement as to whether you could conduct the activity if only partial funding were available, and
5. complete applicant contact information (affiliation, mail and email addresses, phone numbers.)

The NAEE President will distribute the proposal to the NAEE Executive Committee for review at its next meeting or conference call after the deadline. The Executive Committee will make awards based on the perceived potential benefits for the funds requested. Applicants will be notified of the grant award or reason for its rejection by the NAEE President shortly after the Executive Committee considers the proposal.

Receipt of Funds and Follow-up

When the funded activity is completed, grant recipients will submit a brief written summary of the outcome of the funded activity and an invoice to the NAEE President. The NAEE treasurer will oversee the sending of the grant award to the applicant shortly after the summary has been received. Names of those receiving grants and descriptions of the activities conducted may be posted on the NAEE website.