

**MET BOARD OF TRUSTEES**  
**School In-Service Training Grant (6–8)**  
 Supported by the Clarence Olander Fund and NCTM

Applicant: \_\_\_\_\_ # \_\_\_\_\_ City/St \_\_\_\_\_ Amt req: \_\_\_\_\_

**REQUIRED INCLUSIONS**

ITEM	Yes	No
Complete proposal cover page, including NCTM Pre-K–8 school membership number with applicant’s signature		
Proposal with clear objectives and timeline		
Budget (no funding for staff travel or equipment)		
Principal’s letter of support		
<b>All of the above must be present for the grant application to be further evaluated.</b>		

	Max points	Score
<b>A. Proposal</b>		
1. Clearly states the need for in-service education program	5	
2. Describes plan for targeted school(s) detailing scope and coherence of activities	5	
3. Describes the qualifications of support staff or programs planned	5	
4. Describe the mathematics content that will be keyed to needs for in-service	5	
5. Specifies number of teachers affected by the program	5	
6. Addresses inner city, rural, isolated, or multiethnic students	5	
<b>B. Outcomes</b>		
Outlines potential benefits for teaching and anticipated impact of learning	5	
<b>C. Budget</b>	5	
1. Includes an itemized and realistic budget		
<b>D. Principal’s Letter</b>		
1. Communicates ability of grantee, faculty, staff or students to achieve proposed goals	5	
2. Verifies local financial support for the total program	5	
<b>Total Score</b>	<b>50</b>	

Evaluator(s): \_\_\_\_\_

Strengths: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Weaknesses: \_\_\_\_\_

\_\_\_\_\_

Recommendations: \_\_\_\_\_

\_\_\_\_\_

**Recommended Action:**

Definitely fund \_\_\_\_\_ Possibly fund \_\_\_\_\_ Do not fund \_\_\_\_\_

**The Mathematics Education Trust**

1 Culture	=	Supporting Math Teachers
4 Giving		Reaching Math Students
2 Mathematics		Building Math Futures

NATIONAL COUNCIL OF  
TEACHERS OF MATHEMATICS