

## Guidelines:

- 1. A maximum of one grant per individual teacher and/or school per school year is allowed.*
- 2. Total requested can not be more than \$500. There is a cap on total grant funding for each school year. Grant applications will be ranked and funded until this cap has been reached.*
- 3. Funds must be used and a final report submitted before the end of the school year in which they are approved.*
- 4. All requirements listed in this brochure and in the grant agreement must be met in order to apply and, once selected, to be reimbursed.*
- 5. No reimbursements will be made after date on grant agreement.*



Enhance your students' curiosity with the world of flight. Aviation and aerospace education can teach students fascinating, real-world applications to classroom knowledge. If you have a great idea for a lesson plan or class activity with an aviation-related theme but couldn't implement due to lack of funding, the Virginia Department of Aviation's Teacher Grant program may be able to assist you!



Return completed application to:

**Virginia Department of Aviation**  
**Attn: Betty Wilson**  
**5702 Gulfstream Road**  
**Richmond, Virginia 23250-2422**  
**Telephone: (804)225-3783**  
**Fax: (804)236-3635**

E-mail: [betty.wilson@doav.virginia.gov](mailto:betty.wilson@doav.virginia.gov)

Virginia   
is for Flying Lovers 

## Teachers Grant Application 2021-2022

The Virginia Department of Aviation's Teachers Grant Program can assist you in purchasing educational materials that enhance your students' learning experience.



Teach an aviation related lesson and you can get reimbursed up to \$500. Grant funds can be used for a field trip to an aviation museum or airport, purchasing model airplanes or rocketry kits, developing and building a drone as well as purchasing flight simulation materials, and more.



## Requirements:

1. Must teach in grades K-12 in a school located in Virginia. Grants are available to teachers in any discipline, provided that the lesson involves aviation.

2. Must submit the completed application along with any attachments to the Virginia Department of Aviation.

3. If selected, a grant agreement will be sent to you. This must be signed and returned along with a Virginia W-9 form that can be found on our website.

4. A final report must be submitted by the agreed upon date in order to be reimbursed. The report details will be provided in the grant agreement. All agreements expire on the agreed upon date and cannot be rolled over into the next school year.



# Teacher Grant Application:

Name: \_\_\_\_\_

Team members' names (if applicable): \_\_\_\_\_

Teacher's Mailing Address: \_\_\_\_\_

(Street) (City)

(State) (Zip)

Teacher's Telephone: (\_\_\_\_)-\_\_\_\_\_

Teacher's Email: \_\_\_\_\_

School Name: \_\_\_\_\_

School Mailing Address: \_\_\_\_\_

(Street) (City)

(State) (Zip)

School Telephone: (\_\_\_\_)-\_\_\_\_\_

Grade: \_\_\_\_\_ Subject: \_\_\_\_\_

Amount requested: \$ \_\_\_\_\_

***\*Total amount requested must not be more than \$500\****

How did you hear about this program? \_\_\_\_\_

## **PLEASE ATTACH ANSWERS TO THE FOLLOWING QUESTIONS:**

1. Describe your aviation lesson idea. What will you be teaching and what facets of aviation or aerospace do you plan to use to teach it? (150-500 words).
2. What learning outcomes are you looking for from this project?
3. If funded, how do you propose to share this lesson with your colleagues?
4. For what will the grant be used? Prepare a budget for how you will spend the funds on aviation-related projects.

## **I UNDERSTAND THAT:**

1. The Virginia Department of Aviation will reimburse only those amounts approved in the original grant and a reimbursement check will be prepared only upon receipt of the final report.
2. I will need to turn in a completed Commonwealth W-9 form to get the reimbursement. (Taxpayer identification number needed).
3. I will need to submit at least one lesson plan. I further understand that the Department of Aviation may publish lesson plans and program summaries in its publications (with credit given).

X \_\_\_\_\_  
Your Signature & Date