



**PEERS/SUPPORT STAFF:**  
**Secretaries, Bus Drivers,**  
**Cooks, Custodians,**  
**Nurses, etc.**

**Region #:** \_\_\_\_\_  
**MRTA/MRTF**  
**877-366-6782**  
 3030 DuPont Circle  
 Jefferson City, MO 65109  
 www.mortf.org

**MISSOURI RETIRED TEACHERS ASSOCIATION FOUNDATION (MRTF)**  
**THE MAGGIE ELDER MEMORIAL**  
**PEERS/SUPPORT STAFF GRANT PROGRAM**  
**2024 APPLICATION – COVER SHEET**



**Deadline:** The grant application cover sheet and sections 1-4 materials must be postmarked no later than **June 30<sup>th</sup> (include two (2) copies of everything)**.

**Funds:** Funds may be appropriated in the areas of resources or materials used any Missouri public school support staff (*secretaries, bus drivers, cooks, custodians, nurses, etc.*) employed by a public school district or are in the PEERS retirement system for the benefit of Missouri's public school students. MRTF will award 14 grants. All grants will be in the amount of \$500.

**Winners:** Winners will be notified by August 31<sup>st</sup>. A video report or one-page summary report from the grant recipient is due to the MRTF office by April 15<sup>th</sup>.

<b>APPLICANT'S INFORMATION</b>	
Applicant's Full Name:	
Applicant's Home Address:	
Applicant's Phone Number:	
Applicant's Personal Email:	
Position Held/Job Title:	
<b>SCHOOL DISTRICT'S INFORMATION</b>	
School District:	
School's Name:	
School's Address:	
School's County:	
School's Phone Number:	
Principal's Name:	

Applicant's Signature	Date	Administrator's Signature/Title	Date
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*By giving, you leave a legacy; you create a memory that will not fade.*  
 MRTF is a 501(c)(3) not-for-profit charitable corporation.



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**MISSOURI RETIRED TEACHERS ASSOCIATION  
FOUNDATION (MRTF)  
THE MAGGIE ELDER MEMORIAL  
PEERS/SUPPORT STAFF GRANT PROGRAM  
2024 APPLICATION – SECTIONS 1-4 & INSTRUCTIONS**

**Section 1: Title and Description (in 100 words or less)**

- Title
- Project description – evidence, rationale, and impact on students

**Section 2: Purpose of the Project**

- Goals and objectives
- Specifics
- Measurables

**Section 3: Planning**

- Action plan
- Dates and timeframe

**Section 4: Budget**

- List of materials, supplies, and/or equipment needed
- Total price and detailed prices of materials, supplies, and/or equipment needed
- Suppliers needed to complete the project

**Instructions:**

- Grant application submitted must include a completed cover sheet with the two (2) required signatures and sections 1-4 materials
- Keep sections 1-4 to a maximum of five (5) pages
- Applicant must turn in two (2) copies of the completed grant application
- Grant application must be postmarked to the MRTF office by June 30<sup>th</sup> (*address on letterhead*)

**PEERS/SUPPORT STAFF:  
Secretaries, Bus Drivers,  
Cooks, Custodians,  
Nurses, etc.**

Thank you for your interest and intent to further the excellence of education in Missouri. The MRTF office will notify all winners and nonwinners with a mailed letter by August 31<sup>st</sup>. If you have questions or concerns about the application process, please contact the MRTF office at (877) 366-6782. Applications may be downloaded via MRTF's website at <https://mortf.com/grants/apply-for-grant/>. **Please make sure to select the correct grant application as we have two (2) different grant programs – one for classroom teachers and one for support staff/PEERS members.**

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