

## Utah Aerospace Education Foundation: Educator Grants

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### Dear Educator,

The Utah Aerospace Education Foundation is a part of the Air Force Association and works in conjunction with the National Aerospace Education Foundation. National and Utah AEF are established to promote education and awareness of aerospace and related sciences and history in elementary and secondary classrooms.

We recognize educator funds are limited (especially in Utah!) and want to help you to enhance K-12 student activities in and beyond the classroom. To this end, national and Utah AEF's have established an educator grant process. **We know the valuable service you provide our students and nation and thank you for your efforts!**

### HOW GRANT MAY BE USED:

Funds may be used to support educational activities that have application to the study of aerospace or general science and/or history. For example, funds may be used to purchase curriculum materials, models or supplies, "soft" and hardware, and/or support related field trips.

### HOW PROCESS WORKS:

Complete a one page narrative describing the project or activity, how funds will be used, school grade and number of students benefiting, amount of money requested and, if applicable, funds being provided by other sources. Needed information: Educator's name, school, address and contact information (phone and email). Attach project support documentation. If we have questions, applicant may be invited to informally brief the Utah AEF Board Officers or Board. Applications are judged by the aerospace-related importance and impact of the selected activity.

While grant amounts are not set, and we do want to support as many grants as possible, funds are limited. So please limit requests to minimum funds needed (average grants are \$500 or less, but occasionally larger amounts have been approved). The Foundation will try to "spread the wealth" as much as possible, so full or partial approval may be given.

Email grant application any time to: Salt Lake City to southern Utah - Andy Clark, [andrew.clark@slc.k12.ut.us](mailto:andrew.clark@slc.k12.ut.us); Davis County - Mike Dunn, [mike.dunn@favorites.com](mailto:mike.dunn@favorites.com); Hill AFB north to ID/WY border or any area, Kit Workman, [kworkman@dsgmail.net](mailto:kworkman@dsgmail.net). Or, USPS mail to *Utah Aerospace Foundation, c/o Educator Grants, PO Box 502, Clearfield UT, 84089-0502*. If grant qualifies, but funds are not available, the request may be carried over to the next Fiscal Year (1 Oct).

### RECEIVING FUNDS::

Educators will receive the approved grant in one lump sum check.

Funds may be then divided to support several activities closely associated with the project request without further justification.

### CRITERIA:

Applications will be reviewed by the UT AEF (including UT K-12 educators) *via* email or at monthly meetings. Depending on application, it may take a few days up to a few weeks to evaluate and process. (Summertime requests are less likely to receive quickest handling.)

In order to help our donors and the IRS understand where funds are being used, we encourage recipient feedback. Please forward "outcomes," media coverage, letters, comments, photos, etc., back to the Foundation.