

University of Nebraska at Omaha
Department of English Dual Enrollment Teachers
CLASSROOM MATERIALS / EDUCATIONAL EXPERIENCES
GRANT APPLICATION
2021-2022

UNO's English Dual Enrollment is pleased to offer our affiliated instructors grants for the 2021-2022 academic year that are designed to support the instructional goals of DE faculty members by providing an opportunity to purchase materials not otherwise provided by districts, schools, or departments or provide students with educational experiences closely related to what they are teaching. Materials may include technology, books/classroom sets, media, and supplies. The maximum funding for materials in any given academic year is \$850.

Application Process

- Complete the following grant application and email it to Chuck Johanningsmeier, the Department of English's Dual Enrollment Coordinator (jmeier@unomaha.edu); the Budget (Part 2) should be as complete, detailed, and accurate as possible, and the Rationale (Part 3) should be clear, concise, and convincing.

If Your Application Is Approved:

- Chuck Johanningsmeier will notify you via email.
- If the materials can be purchased through the UNO Bookstore (in the case of texts especially), Chuck will place the order through the bookstore, and the materials will be shipped to you at your high school.
- Each book or item purchased using these funds should have a sticker affixed to it that indicates it is the property of UNO and is provided by the Dual Enrollment Program. Chuck Johanningsmeier will make sure you have enough stickers for all the purchased items.
- In the case of an educational experience (such as attending a particular movie or play), UNO will purchase the tickets and then make them available to DE instructors for distribution to their students.

1. Applicant Information

Name:

Your e-mail address:

School District:

Department/School:

Shipping Address:

School Phone (for shipping contact):

Department Chair:

Signature of Department Chair/Supervisor (an email from the supervisor to Chuck Johanningsmeier is also acceptable):

Date Submitted: _____

2. Classroom Materials / Educational Experiences Budget

Purchased materials are for use in approved DE classrooms only. Please provide a **line-item** breakdown (number of items, cost per each, total per line) of materials you are requesting.

For books, include author, title, publisher, and ISBN; for technology requests, include manufacturer, model number, and estimated cost; for other materials (software, supplies, etc.). Also please provide relevant descriptive information, manufacturer, costs per unit, and total cost.

In the case of tickets, please specify the particular event and dates under “Item Description” and the number of tickets requested under “Quantity.”

Dual Enrollment funds cannot be used for districts to purchase textbook anthologies.

Note that in most cases materials, including supplies, will be purchased via the UNO bookstore or other University of Nebraska vendors and then shipped to you. Non-consumable materials (books, technology, etc) remain the property of the University of Nebraska and/or the UNO Department of English. Labels denoting this fact will be provided for teachers to place on the purchased materials.

Budget

Item Description, <u>including ISBN</u> if applicable)	Quantity	Cost Per Item	Total Cost
Total Request			

3. Rationale for Classroom Materials / Educational Experiences Purchase

Please provide the following information in your proposal, which should not exceed one typed page.

Section A

Describe the requested materials in details and their instructional purpose.

Section B

Describe how the materials purchased will improve your DE instructional practices and/or enhance DE students’ learning experience.

