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**Partners in Education**  
**Evonik Corporation, Tippecanoe Laboratories**  
**Enrichment Grants in Science, Technology, Engineering and Math (STEM) Education**

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## **PIE GRANT COMMITTEE GOALS**

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Evonik Corporation, Tippecanoe Laboratories Partners in Education Committee has established a Grant Program to promote enrichment and educational excellence in **STEM** curricula with the hope of impacting as many students as possible. The educational institutions included in the program are the schools located within Tippecanoe County, Indiana. Grants range in value from \$100 - \$1,000 and are awarded to the applicants who demonstrate the most creative and impactful project plans.

### **GRANT ELIGIBILITY:**

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Any educator (K through 12) who is affiliated with a program accredited by the State of Indiana in Tippecanoe County, Indiana is eligible to apply for grants up to \$1,000 per application (limit 3 applications per educator). Applications must focus on **STEM**.

#### **Restrictions:**

1. A teacher's name can only be on three (3) submitted applications (This is a combination of applications submitted individually and/or as a group), regardless of name spelling variations.
2. If greater than 3 applications are submitted with the same name, the first 3 applications will be evaluated and the others will be discarded.

#### **Grants are NOT intended to cover expenses for any of the following:**

1. Conference registration, lodging, mileage or travel;
2. Honorariums for guest speakers;
3. Stipends of any kind.
4. Subscriptions, equipment, and supplies that do not specifically apply to a project plan.

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## **POSTERS:**

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In keeping with tradition, we ask that all recipients provide a poster to be displayed at next year's event highlighting how the grant provided hands-on activities for your students.

For each grant awarded, you will be given a display board to use for this specific purpose. While completing your poster, we ask that you place a title card, in a visible area, with the following information:

- Project Title
- Participating Teacher(s)
- School
- Grade(s)
- Description of Grant (what you did, how you did it, results, etc.)

Please deliver posters to Evonik Corporation, Tippecanoe Laboratories one week in advance of the event for set-up, (whether you are able to attend or not).

## **AGREEMENT:**

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The applicant accepts and agrees to comply with the following grant conditions:

1. Grant funds shall be used solely for the purposes indicated in the approved project proposal and amendments approved by the Partners In Education (PIE) representative.
2. Significant fiscal or program changes must be submitted in writing by the recipient for the written approval by PIE.
3. The recipient agrees to maintain records, demonstrate fiscal responsibility and to secure written receipts, if applicable, to assure proper disbursement of grant funds.
4. **Reimbursements:** The Tippecanoe Laboratories Partners In Education Grant Committee has worked with each school corporation in defining a payment process that will streamline reimbursements to grant winners as follows:

**Lafayette Catholic School System** – Evonik will make a check payable to the Lafayette Catholic School System and the grant recipients will be reimbursed via currently defined processes.

**Lafayette School Corporation** – Evonik will make checks payable to individual schools in which the grant recipient is located. The school will use currently defined processes to reimburse the grant recipients.

**Tippecanoe School Corporation** – Evonik will make checks payable to individual schools in which the grant recipient is located. The school will use currently defined processes to reimburse the grant recipients.

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**West Lafayette Community School Corporation** – Evonik will make a check payable to the WLCSC and the grant recipients will be reimbursed via currently defined processes.

**All Other Schools** - Evonik will make checks payable to individual schools in which the grant recipient is located. The school will use currently defined processes to reimburse the grant recipients.

5. All purchases and the final expense report must be complete at the conclusion of each school corporation's first semester (prior to holiday break). Written notice and approval of said notice must take place for any necessary extensions. This timeline will ensure ample time to implement the grant project.
6. The recipient will submit a poster board and final expense report form for each grant. The poster board will include a title card and pictorial record of the grant. A poster board and final expense report form will be supplied to grant recipients. The poster board is due one week prior to the recognition event for display during the event.
7. The recipient agrees to include in any promotion, publicity or printed programs the following credit line: "With support of the Evonik Corporation, Tippecanoe Laboratories Partners In Education Committee." Verbal credit may also be given. By making this grant, Evonik Corporation, Tippecanoe Laboratories PIE assumes no obligation to provide other or future support of the project.
8. Evonik Corporation, Tippecanoe Laboratories, may, at its expense, monitor and conduct an evaluation of project activities, which may include visits by representatives of the PIE Committee to observe the program procedures and operations and to discuss the program with the recipient.
9. Equipment or material purchased with these funds will become the property of the school. Materials developed by individuals will belong to those individuals with the understanding that other teachers may copy the materials to use.
10. If 10% or more of the grant is unexpended at the completion of the project or at the end of the grant period (date of the following year's event) said amount shall be repaid to Evonik within 15 days, unless Evonik Corporation, Tippecanoe Laboratories, at its sole discretion, shall approve in writing a written request from the recipient for an extension of the grant period or deem it necessary for the recipient to keep said funds for future use.
11. After entering into this Grant Agreement, it is possible that circumstance will arise which will lead the PIE Grant Committee to conclude that an unpaid grant should not be disbursed. This grant may be terminated at the discretion of Evonik Corporation, Tippecanoe Laboratories on thirty (30) days written notice in whole, or in part, after consultation with the recipient.

Parties having read and understanding the foregoing terms of this Grant Agreement do hereby agree to the terms thereof upon completion and submission of the application.

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## **EVALUATION CRITERIA**

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Grant proposals will be judged on the following criteria:

1. Number of students and teachers helped by the proposed project.
2. Extent to which the project relates to the core principles of **STEM** education.
3. Overall merit in the judgment of the Grant Evaluation Committee.
4. A creative and well planned project is greatly valued over a listing of desirable equipment/supplies.
5. Degree to which follow up and measurement of the impact of the project is planned.
6. Relevance of practical application will be given special consideration.
7. Single or joint project applications will be \$100 to \$1,000. If over \$1,000, sources of other funding must be shown. Applications for amounts less than \$1,000 are welcome and allow for more total grant allocations.

*Special recognition will be given to one grant recipient who demonstrates and encourages an understanding of the environment.*

All decisions by the Grant Evaluation Committee are final.

## **MECHANISM OF GRANT SUBMISSION, EVALUATION AND APPROVAL**

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Please return the application to the following address or e-mail no later than **March 1, 2019**.

Helena Wiese  
Evonik Corporation  
Tippecanoe Laboratories  
1650 Lilly Road  
Lafayette, Indiana 47909-9201  
Email: [Helena.L.Wiese@Evonik.com](mailto:Helena.L.Wiese@Evonik.com)

Notification of grant status will be made by mid-April. Funding information will be distributed at the Awards Ceremony in May and will be held at Evonik Corporation, Tippecanoe Laboratories. A poster board will also be distributed to each grant recipient for a pictorial record of the grant. Grant recipients are expected to present a poster demonstration of the project at the next year's recognition event. Grant applications are due March 1, 2019.

***Application Deadline: March 1, 2019***