



Application for Mini-Grant (up to \$500.00)

**2026-2027
School Year**

INFORMATION

UPDATED 8/7/26

Name:

Phone Number:

School District, School or
Teacher Center:

Address: *Home or School*
Circle one

Grade level of instruction:

E-mail (*Required*):

INSTRUCTIONS

- Be sure to submit a completed application with an administrator's signature.
- Submit/postmark, **No Later** than October 23, 2026, to be considered for funds.
- **If approved** by the NYSUT Retirees of WNY Mini Grant committee, **you will receive an email confirmation.**
- After confirmation you can then purchase the materials you need to carry out the project.
- Mini-grant projects must be completed during the current school year.
- After completing the project, submit receipts, hard copies of photos, and a written summary to:
NYSUT Retirees of WNY
270 Essjay Road
Williamsville, NY 14221
- The deadline for submitting receipts, photos and a written summary **MUST** be postmarked by, **June 4, 2027. NO EXCEPTIONS as the grant funds are no longer available after this date.**
- A reimbursement check will be mailed to the name and address of the **teacher** on record with the committee from the application. The committee **CANNOT** reimburse the school district. Funds **MUST** go to the teacher.
- If not awarded a mini-grant, you will be notified by regular mail.

Still have questions? Please contact Mark Shanahan 716-912-2887

or via email: markshanahan25@gmail.com

PROJECT INFORMATION

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Please attach on a **separate sheet of paper**.

A brief description of your project that includes:

- Goals and objectives that relate to the students' needs.
- How this project will benefit your students.
- Expected timetable of project.

• Budget, list of materials and supplies, including prices.

• Dollar amount requested \$_____

Reimbursement cannot exceed the approved dollar amount.

We will not fund technology or furniture purchases unless it is accompanied by a specific plan.

Administrator Signature: _____
(Required)

Applications MUST be postmarked no later than October 23, 2026

LATE POST MARKS WILL ELIMINATE YOUR APPLICATION

**RETURN THIS APPLICATION WITH SIGNATURE OF ADMINISTRATOR AND THE
PROJECT DESCRIPTION TO:**

**NYSUT Retirees of WNY
Attn: Mini-Grant Committee
270 Essjay Road, Williamsville, NY 14221**