



Illuminating Minds... Igniting Passions... Shaping Futures...

March 10, 2025

Dear New Horizons Teachers,

Thank you for your service and dedication to our students at New Horizons Regional Educational Centers! Many of you go above and beyond what is expected to ensure our students have an outstanding educational experience, and we are appreciative of your time, energy, and commitment. We are excited to once again offer this opportunity to compete to receive a Teacher Innovation Grant from the New Horizons Educational Foundation. Please consider how an innovation grant from the Foundation could benefit your students.

An innovation grant is a commitment of funds to support an experimental student experience, a groundbreaking instructional program, or a project-based learning unit that otherwise might not be funded through the New Horizons budget process. There is no minimum award amount; however, grants can be awarded up to a maximum of **\$3000**.

Applications must be submitted no later than **April 29, 2025**. Winners will be announced on **June 5, 2025**. Please review and pay close attention to the Grant Submission Guidelines as you consider the possibilities.

Funds dedicated to our Teacher Innovation Grant program come directly from our many generous sponsors and our annual Golf Classic fundraising event supporters. Through the success of our 2024 annual fundraiser, the New Horizons Educational Foundation will be able to award **\$9,000** in grants for the 2025-2026 school year.

We look forward to receiving and reviewing your innovative projects and ideas that will ***Illuminate Minds, Ignite Passions, and Shape Futures!***

Going Boldly Together!

*Teacher Innovation Grant Committee
New Horizons Educational Foundation*



New Horizons Educational Foundation
520 Butler Farm Road
Hampton, VA 23666

Teacher Innovation Grant Submission Guidelines Grant Award Year 2025

- All grants must be submitted annually.
- Identical grants may only be funded for three consecutive years.
- Grants are only awarded if funding is not available through capital, department, or technology plan budgets.
- If your proposal is approved, you will be required to submit a grant summary and photographs of your grant in action by **January 30, 2026**. Failure to submit photographs can preclude additional funding.
- All items purchased with grant funds awarded by the New Horizons Education Foundation shall remain the property of New Horizons Regional Education Centers and not that of the grant recipient.
- More specifically, any and all items purchased with grant funds awarded by the Education Foundation shall remain the property of the campus/location to which the grant award check is made payable, as documented by the items' addition to the school inventory.
- Additional computers or other equipment necessary for the grant project must be funded by New Horizons Regional Education Centers.
- Any funding awarded must be used by **April 20, 2026**, unless otherwise approved by the New Horizons Education Foundation.
- Money not used by the end of the current school year shall be returned to the Foundation.
- All grant submissions must request exact dollar totals in their budgets.
- The New Horizons Education Foundation reserves the right to require a revised budget submission should the quote exceed normal expectations.
- Please do not use sale prices in your grant application. These costs may vary from when you submit the application and when the items are purchased.
- Teachers may submit a maximum of one grant application for the 2024-2025 school year.

SY 2025-2026 Teacher Innovation Grant

DUE: April 29, 2025 by 3:00 PM



New Horizons Educational Foundation
520 Butler Farm Road
Hampton, VA 23666

TEACHER GRANT APPLICATION

Application Deadline: April 29, 2025

Applications must be typed.

PART ONE: APPLICANT DATA

Grant Title:

Primary Applicant:

Position:

School:

Grade Level:

Additional Staff Involved with Grant:

Contact Information:

Email:

Work:
Home:

Total Grant Funds Requested:

Education Foundation use ONLY

PART TWO: GRANT GUIDELINES

Location for Funding: (check all that apply) Fully Funded \$ _____

Partially Funded \$ _____ Denied Funding

- CFA Kiln Creek Campus
- CFA Woodside Lane Campus
- CFA Yorktown Middle School Campus
- CFAAT Butler Farm Campus
- CFAAT Woodside Lane Campus
- CTE Butler Farm Campus
- CTE Woodside Lane Campus
- GSST Butler Farm Campus
- Newport Academy Woodside Lane Campus
- YWC Butler Farm Campus



The mission of the New Horizons Education Foundation (NHEF) is to secure and provide additional financial resources that will support and enhance an exemplary educational experience for all students in New Horizons Regional Education Centers (NHREC). This will be accomplished through building relationships between NHEF, the teachers, the students, the school districts, and the community.

By submitting this grant application, you are confirming the following:

- All grants must be submitted annually.
- Identical grants may only be funded for three consecutive years.
- Grants are only awarded if funding is not available through capital, department, or technology plan budgets.
- Grants are not funded for field trips or any other student transportation.
- If your proposal is approved, you will be required to submit photographs of your grant in action by **January 30, 2026**. Failure to submit photographs can preclude additional funding.
- All items purchased with grant funds awarded by the NHEF shall remain the property of NHREC and not that of the grant recipient.
- More specifically, all items purchased with grant funds awarded by the NHEF shall remain the property of the school to which the grant award check is made payable, as documented by the items' addition to the school inventory.
- Additional computers or other equipment necessary for the grant project must be funded by the school.
- If technology is included in the grant and needs to be installed, you need to check with NHREC IT Department to ensure that NHREC will support it. Otherwise, installation costs need to be added to the grant budget.
- Any funding awarded must be used by **April 20, 2026**, unless otherwise approved by the NHEF.
- Money not used by the end of the current school year shall be returned to the NHEF.
- All grant submissions must request exact dollar totals in their budgets.
- The NHEF reserves the right to require a revised budget submission should the quote exceed normal expectations.
- Please do not use sale prices in your grant application. These costs may vary from when you submit the application and when the items are purchased.
- Teachers may only submit one grant application for the 2025-2026 school year. The amount requested cannot exceed **\$3,000**.

Before proceeding, please confirm with your initials and date that you have read and fully understand the guidelines presented in Part Two of this application.

Applicant's Initials:

Date:



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PART THREE: GRANT SPECIFICS

General Project Description: (to include a detailed implementation plan)

A. Is this request to continue support for a previously funded NHEF Grant? If yes, please identify the former grant and explain the need for additional funding.

B. Subject areas/Course(s)

Describe briefly how this grant will be used to facilitate students' active engagement.

C. How does this project improve/impact student learning? What additional credentials/skills will students learn as a result?

D. What specific results do you expect from the implementation of this project, and how will results be measured?

E. How many students will benefit from this project?



PART FOUR: BUDGET

Itemized Budget (not to exceed \$3,000). Please identify the cost per item to the penny.
 (Example: 10 books @ \$3.19 = \$31.90).

A. Please do not use Sale Prices in your Itemized Budget.

Qty. Total Cost

	Item	Unit Cost	Quantity	Total
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
		Shipping Costs		
		Exact Final Total		

B. **Could the proposal be implemented if only partial funding is awarded? Please explain.**

(Depending on available funds and the number of grant requests, it may not be possible to fully fund all requests received. Partial funding of applications may occur.)

- How will the school support recurring costs and/or maintenance to continue the project after the grant funding is exhausted?

- All grant monies awarded must be spent by **April 20, 2026. Please explain if your project would need funding provided beyond this date.**



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PART FIVE: SUBMISSION

With my signature below, I hereby submit this grant to the New Horizons Education Foundation for its consideration.

⇒ Applicant's Signature: _____

Date signed: _____

⇒ Principal's/Director's Signature: _____

Date signed: _____

All applicants must submit a completed hard copy application by **April 29, 2025.**

Submit by pony to:

**New Horizons Education Foundation – Teacher Innovation Grant Application
c/o Ernestine Jones, Board Clerk**

or submit by mail to:

**New Horizons Education Foundation – Teacher Innovation Grant Application
c/o Ernestine Jones, Board Clerk
520 Butler Farm Road
Hampton, VA 23666**



New Horizons Educational Foundation
520 Butler Farm Road
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Teacher Innovation Grant Supervisor Checklist Grant Award Year 2025

- The submitted grant proposal is innovative and appropriate for the specific student group.

- The submitted grant application has been reviewed and is fully completed.

- The proposed grant budget for the grant is completed with all the requested information.

Approved

Not Approved

Supervisor's Signature: _____

Date: _____