



National Society Daughters of the American Revolution

Pamela Rouse Wright, President General

JUNIOR MEMBERSHIP COMMITTEE

Sarah Grace Brooks, National Junior Membership Committee Chair

Rebecca Armstrong & Malinda Williams, National Co-Vice Chairs- HPMF Classroom Grants

Email: jrclassroomgrants@nsdar.org

Fall Grant Timeline

- **August 15, 2023:** Applications sent to State Junior Membership Chairs to forward to chapters.
- **August 15 through October 15, 2023:** Application process open to classroom teachers.
- **November 1, 2023:** Applications due from the chapter to State Junior Membership Chair.
- **December 1, 2023:** Deadline for submitting the state winner and runner-up to the Junior Membership Classroom Grants portal (Links on Junior Membership Committee National Webpage and emailed to State Chairs)
- **January 2024:** Grant winners announced
- **March 2024:** Awards mailed to teachers.

Spring Grant Timeline

- **January 15, 2024:** Applications sent to State Junior Membership Chairs to forward to chapters.
- **January 15 through March 15, 2024:** Application process open to classroom teachers.
- **April 1, 2024:** Applications due from the chapter to State Junior Membership Chair.
- **May 1, 2024:** Deadline for submitting the state winner and runner-up to the Junior Membership Classroom Grants portal (Links on Junior Membership Committee National Webpage and emailed to State Chairs)
- **June 2024:** Grant winners announced at Continental Congress.
- **August 2024:** Awards will be mailed to teachers.

HPMF Classroom Grant Application Order:

Forms can be found on the National Website under the Junior Membership Committee tab or from your State Chair. A total number of five pages will be submitted for each submission.

1st page: Helen Pouch Memorial Fund Classroom Grant State Chair's Report (Form JM-WP 2000, P. 2)

2nd page: Helen Pouch Memorial Fund Classroom Grant Application (Form JM-WP 2002, Pages 1-4)



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2023 Fall Helen Pouch Memorial Fund Classroom Grant Award

Judges' Decision Sheet

Please review each application received by your state and rank up to your top ten choices of recipients below. You may consider financial need, the number of students impacted by the funds, the overall educational impact of the grant, and any other details you feel are pertinent when making your decision. While DAR members are eligible to apply for this grant, no preference or penalty should be given to a DAR member when considering applications.

Please rank and assign points for your choices as follows:

#1 choice= 10 points

#6-8 choices= 3 points

#2 choice= 8 points

#9-10 choices= 1 point

#3-5 choices= 5 points

1. __ Points _____

2. __ Points _____

3. __ Points _____

4. __ Points _____

5. __ Points _____

6. __ Points _____

7. __ Points _____

8. __ Points _____

9. __ Points _____

10. __ Points _____

Signature of Judge: _____



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2023 Fall Helen Pouch Memorial Fund Classroom Grant State Chair's Report

Title: _____ State: _____

Name: _____ State: _____

E-mail: _____ Phone: _____

Please list your state's grant award recommendations and the number of points received below. List up to the top 10 recommended recipients. In the case of a tie, the applicant ranked higher by the State Junior Membership Chair receives preference. Submit the complete applications of the top three applicants to the Junior Membership Classroom Grants portal no later than December 1, 2023, at <https://NSDARJM.formstack.com/forms/fall2023grants>

1. __ Points _____

2. __ Points _____

3. __ Points _____

4. __ Points _____

5. __ Points _____

6. __ Points _____

7. __ Points _____

8. __ Points _____

9. __ Points _____

10. __ Points _____

Process for Awarding Grants:

- Applications for the classroom grants should be made by teachers who are sponsored by their local chapter. Each state chair may then recommend up to three recipients for the classroom grant. A committee of grant reviewers comprised of DAR members who are educators, Junior Members, and other members recommended by the National Junior Membership Chair and the President General will review the applications and determine the recipients. Only one grant may be awarded to the same applicant per administration.
- If a state does not submit a recommendation for a recipient, the grant review committee may award a third grant to a state submitting multiple recommendations. Each state may only be given three total grants in an application cycle.
- The application is set up in four pages. All parts must be completed, and real signatures must be included.
- Assign each application a number for review by judges and make that on all pages on the application and then remove the cover sheet so that a blind review may be done by the judges.
- Remind judges to look at the merit of the project and the impact the project will have on the DAR goals of God, Home, and Country.
- Judges should rank application in order of the preference of being awarded.

Junior Membership Classroom Grant Timeline:

- **August 2023:** Applications sent to State Junior Membership Chairs to then forward to chapters.
- **August 15 through October 15, 2023:** Application process open to classroom teachers.
- **November 1, 2023:** Applications due from chapter to State Junior Membership Chair.
- **December 1, 2023:** Deadline for submitting the state winner and runner-up to the Junior Membership Classroom Grants portal at <https://NSDARJM.formstack.com/forms/fall2023grants>
- **January 2024:** Grant winners announced at Continental Congress.
- **No later than March 2024:** Awards mailed to teachers.

Frequently Asked Questions (FAQ) About the Junior Membership Classroom Grants:

How does this program affect our commitment to the DAR Schools?

It doesn't! The Junior Membership committee and Helen Pouch Memorial Fund have an annual commitment to the DAR Schools. Priority for fundraising will always be given to the DAR Schools.

How does this program affect the Helen Pouch Memorial Fund National Project?

It doesn't! After our commitment to the DAR Schools, the Junior Membership Committee will fulfill our obligation to the adopted National Project for that year prior to accepting grant award applications.

Should we do anything to recognize our grant award winners?

Of course! Consider making a ceremonial check presentation to the winners at your state's fall meeting or holding a special ceremony at the recipients' classrooms or at a meetings of the sponsoring DAR chapters. You could also recognize your winners during your State Conference in the spring and allow the teachers to speak about the impact the grant has had on their classroom. Write an article about the project for your state's newsletters. Submit details to the National Junior Membership newsletter.

Who is considered a classroom teacher?

A classroom teacher is a teacher in a public or private school system. They can teach a core subject or other group setting classes in grades K-12. Individual programs like speech or occupational therapy are not eligible. The teacher holds a contract for the following school year and can have the application endorsed by a principal, headmaster, or superintendent to verify employment. Home school teachers are not considered classroom teachers. The goal of the classroom grant program is to do the greatest good for the great number of students.

Can a non-regular education teacher apply if they meet the definition of a classroom teacher?

Special education services vary from state to state and that is why it needs to be clear that the teacher is teaching a classroom of students and not providing pull out service.

- An example of a classroom would be: A reading class is being taught to a group of students by the special education teacher.
- An example of pull out service (not eligible) would be: a special education teacher working with students on reading for a class that is being taught by another teacher.

Can a classroom grant be used by the school lunch program?

No, grant funds must be used for education setting activities in a classroom.

Can a classroom grant be used by a classroom teacher to invite a guest expert performer/lecturer to come and teach classes in a classroom as a way to extending the learning experience of students?

Yes, this fits the definition of the focus on student learning of the grant program. This activity has a direct benefit to the students' learning.

Can a classroom grant be used by a classroom teacher to take students on an out of school field trip to cover the cost of entry of students to a learning venue?

Yes, this is an activity that is focused on education to help expand the classroom learning experience. This activity has a direct benefit to the students' learning.

Can a classroom grant be used by a classroom teacher to develop/deliver online curriculum?

Yes, virtual learning (as authorized by the respective school district) is an accepted method of bringing the teacher to the virtual classroom. This activity has a direct benefit to the students' learning.

Can a DAR member apply for a grant?

Yes! DAR members who meet the eligibility requirements of classroom teachers may apply for the grant. They should not list their DAR membership as part of their application, as no preference should be given to DAR members when reviewing the applications and grants. They should be awarded based on the merits of the application alone.

Why can't my chapter endorse more than one applicant?

Two grants are available per state. Some states have hundreds of chapters. Each application is reviewed by a panel of volunteer judges. Limits must be placed to ensure these judges aren't overwhelmed with applications. Also, the goal of this grant program is to impact as many children in as many communities as possible. Limiting each chapter to sponsoring just one application per year helps ensure that multiple communities in each state will benefit from these grants.



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All About the 2023 Fall Junior Membership Classroom Grant Award Program

Purpose: Why Classroom Grants?

- Since its inception, the Helen Pouch Memorial Fund has traditionally supported the DAR's mission of Education. The history of the fund has shown a desire by Juniors to help as many students as possible.
- Supporting classrooms in each state allows for states and Juniors to see the impact of our fundraising, no matter their proximity to a DAR supported school.
- Two grants are available for each state and the District of Columbia.
- Applicants must be a classroom teacher for grades kindergarten through 12th grade.
- Must be sponsored by a local DAR chapter and complete the grant award application.
- Proposed projects must directly benefit students in the classroom. Funds may be used for supplies and educational resources, but the applicant must detail how these items help to further the educational goals of the DAR. Grants must directly impact students and may not be used for continuing education/workshops for the teacher.

Program Administration: How do teachers apply for the grant? How does a state determine their winner?

- Application period will begin August 15, 2023.
- Once the application period has ended (October 15, 2023), the chapter will submit their applicant to the State Chair. At the state level, a panel of three judges will review the applications for their state and determine a Winner and Runner-Up.
- The panel of judges will consist of the State Junior Membership Chair, a Junior Member, and a DAR member who is an educator.
 - The DAR member who is an educator may also be a Junior member.
 - The educator does not have to be a current teacher; she may be retired or currently working in a different field.
- The State Chair will submit her state's Winner and Runner-Up to the National Vice Co-Chairs of Junior Membership Classroom Grants by the designated date through the Junior Membership Classroom Grants portal, **no later than December 1, 2023** at <https://NSDARJM.formstack.com/forms/fall2023grants>
- The National Vice Co-Chairs will certify each state's winner(s).
- Should a state not submit a grant award Winner (or Runner-Up), the National Chair or Vice Co-Chairs may award that state's grant(s) to another state. No more than three grants will be issued to one state. Preference will be given to states within the same division as a state not submitting a grant award Winner/Runner-Up.

- Grant Award Winners will be announced at Continental Congress, Email communication, Daughters Online Community, and Facebook.
- Awards will be distributed **no later than March 2024**.
- Only one grant may be awarded to the same applicant per administration.

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November 1, 2023: Applications due from the chapter to State Junior Membership Chair.

December 1, 2023: Deadline for submitting the state winner and runner-up to the Junior Membership Classroom Grants through the Form Stack platform:

<https://NSDARJM.formstack.com/forms/fall2023grants>

January 2024: Grant winners announced

March 2024: Awards mailed to teachers.

How to distribute information:

- Each applicant should receive the application and information sheet.
- Distribute to chapters in your state via email, snail mail, social media.
- Get the word out however you can and as quickly as possible.

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Should a state or chapter do anything to recognize Classroom Grant winners?

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Can my chapter endorse more than one applicant?

No, a chapter may only endorse one application per year. The goal of this grant program is to impact as many children in as many communities as possible. Limiting each chapter to sponsoring just one application per year helps ensure that multiple communities in each state will benefit from these grants. In addition, due to the large number of chapters in some states, and the limited time available to the state judges, limits must be placed to ensure these judges aren't overwhelmed with applications.