

**TEACHER GRANT EVALUATION FORM 2023-2024**

To fulfill your grant agreement and to retain your eligibility for future PEF Teacher Grants, please complete this form within the completion of your project. All reports must be received by June 21, 2024.

You are required to submit **copies of all receipts** for items purchased. **Any equipment purchased with this grant remains the property of the Pasadena Educational Foundation. \* Any monies not spent should be returned to PEF.**

Teacher Grantee(s): \_\_\_\_\_

School/Department: \_\_\_\_\_

Name of project: \_\_\_\_\_

Number of students served by this project: \_\_\_\_\_

Amount of grant: \$ \_\_\_\_\_

Amount actually spent on project: \$ \_\_\_\_\_

1. How did your project meet the goals and outcomes you described in your proposal?
  
2. Did you face any challenges in implementing your project? How did you address them?
  
3. Please provide examples of how your project impacted your students, and if applicable, your school.
  
4. Has the project had an impact on your teaching? How?
  
5. Will you continue your project next year? If yes, will you involve other teachers?
  
6. Attachments (required)
  - a. Receipts. The total of the receipts must match the *Amount actually spend on project shown* above.
  - b. Project documentation. Please attach photos, writing samples, programs, examples of your students' work, articles, letters, or anything you'd like us to see.
  
7. [OPTIONAL] Please tell us how we can improve the Teacher Grant Program in the future or anything else you would like to share.

***\*IMPORTANT! PLEASE NOTE:*** *If you are going to teach at a different PUSD school in 2024-25, you may take any equipment and materials purchased through this grant with you to your new classroom. If you are leaving PUSD, all equipment and materials must remain at your current school.*

**Send completed form with all required attachments to [pefteachergrants@pased.org](mailto:pefteachergrants@pased.org)**