



OHIO EDUCATION ASSOCIATION

OEA Affiliate Grant Program

The OEA Affiliate Grant Program was created build strong and effective locals. The Program makes grants available to all local OEA affiliates, whether a large local or a small local. To be eligible for a grant, the affiliate must provide a statement of how its program will strengthen the Association at the local, state, and/or national level.

The four types of grants available:

1. One Year Special Project Grant – available every year
2. Two Year Special Project Grant – available every two (2) years only, must apply in fiscal year beginning with an odd number. **(2021-2022 fiscal year application cycle)**
3. Effective Locals Grant – Available every two (2) years only, must apply in fiscal year beginning with odd numbered year. **(2021-2022 fiscal year application cycle)**
4. Release Time Grant – available every year, must have prior approval of NEA Release Time Grant

Applicants must apply using an application downloaded from the OEA website, or by request via email to Grants@ohea.org. Completed applications must be received between October 1 and midnight on January 31.

General Grant Requirements

- Total grant amounts are subject to the OEA budget amounts to be determined on a biennial basis.
- Definitions of and within each grant are subject to continuous review and revision based upon measures of success and effectiveness, as well as recognition of best practices.
- Locals under individual service agreements are not eligible for affiliate grant money.
- The process for paying grant funds shall include procedures for ensuring accountability, including adequate internal controls, accurate bookkeeping, and verification of expenses.

These requirements may be waived by the Oversight Committee for reasons consistent with the OEA’s Mission, Vision, and goals.

- The statement of purpose of the grant proposal must be tied to the stated Mission, Vision, and Strategic Goals of the OEA.
- Delegates of the local must attend District and OEA representative assemblies as described in each grant category.
- A successful drive for The OEA Fund must be conducted annually. Success is defined as matching at least state level of members participating for the first year (11% - 12%) and demonstrates sustained contributions and works towards continuous improvement.
- Strong financial practices are confirmed in local policy and actually practiced; i.e. bills paid timely, dues remitted timely, fiduciary responsibilities fulfilled.
- Dues for locals involved must generate at least a matching amount of any grant.
- Grant application is completed and submitted completely, and on time.

The commitment to meet the conditions of the grant is made by the affiliate’s governing body.

NOTE: THE AFFILIATE GRANT PROGRAM DOES NOT APPLY TO OEA DISTRICTS



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One-Year Special Project Grant Available Every Year

The OEA biennial budget will include funds intended to assist locals to implement one year programs designed to solve problems or address issues that confront them. One-year grants may be approved in either year of the OEA biennial budget. To the extent that funds are dedicated in the OEA budget for this line item, such grants will be awarded to those affiliates that meet the conditions below. This Grant shall not be renewed if requested for the same purpose.

Who is eligible?

- Any local of the OEA, OEA districts are not eligible.
- Any local that has not applied for either an Effective Local Grant or a Two-Year Special Grant

What is the amount available for this grant?

- a maximum of \$2400 for locals or groups of locals with 800 members or fewer
- a maximum of \$3 per member to a cap of \$5000 for a local or a cluster of locals with a combined membership larger than 800 members, or
- an amount established by the BSA committee on a biennial basis.

What is the purpose of this grant?

To address/resolve a specific problem. For example: Improve the effectiveness of the local;

- Increase number of members and/or the participation level of the members within the local;
- Identify, encourage, and train local leaders;
- Promote public education; or
- Provide political awareness training.

NOTE: GIFT CARD USAGE RULES

- **Gift Cards must be part of the larger plan/project**
- **Gift Card total must not exceed 10% or max of \$500**
- **A list of member names who receive the gift cards**
- **Must provide an itemized receipt**

This grant cannot be used for the following:

- **Any release time**
- **Office equipment, supplies, utilities, rent/lease or cell phones**
- **Alcoholic Beverages**
- **Stipends**
- **Cash Distributions**
- **Expenses related to attending District/OEA/NEA Representative Assemblies**
- **College Scholarships for college bound student**



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How does an affiliate apply for this grant?

- Submits the completed application with action plan after October 1 and before midnight on January 31.
 - Completes an application and action plan that describes how the proposed use of the OEA funds is linked to and will advance the local's mission, goals and/or Local Development Plan in collaboration with their Labor Relations Consultant.
1. Describes the problem or issue that the grant would address;
 2. Explains how/why the issue creates a problem for the local;
 3. Describes how/why the action is expected to improve the situation and remote the effectiveness of the local;
 4. Identifies the items/activities for which the funds will be expended;
 5. Provides a timeline and persons responsible for the execution of the plan;
 6. Describes **specific objectives** of the program; and
 7. Outlines **specific measurements** for assessing the success of the program.

Other conditions that the local must meet, in order for OEA to issue the grant's funds to the local:

- Submits a six-month narrative review to the OEA;
- Submits a year-end evaluation to the OEA, assessing the success of the program/initiative against the agreed assessment standards;
- Submits an itemized breakdown where the funding dollars were used and the receipts for the expenses.
- Sends delegates to the District and OEA representative assemblies for the duration of the grant.



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Two-Year Special Project Grant Available In Odd Numbered Years

The OEA biennial budget will include funds for the purpose of providing money for programs designed to solve ongoing problems or address recurring issues that confront affiliates.

ALL TWO-YEAR SPECIAL PROJECT GRANTS ISSUED WILL COINCIDE WITH THE BIENNIAL BUDGET (ISSUED ONLY IN THE FISCAL YEAR BEGINNING WITH ODD NUMBER YEARS, i.e., 2021-2022. To the extent that funds are dedicated in the OEA budget for this line item, such grants will be awarded to those local affiliates that meet the following conditions:

Who is eligible?

- Any local of the OEA, OEA districts are not eligible.
- Any local that has not applied for either an Effective Local Grant or a One-Year Grant

What is the amount available for this grant?

- a maximum of \$2400 for locals or locals with 800 members or fewer
- a maximum of \$3 per member to a cap of \$5000 for a local with a membership larger than 800 members, or
- a total amount available over the two year period established by the BSA committee on a biennial basis.

What is the purpose of this grant?

To Address/resolve a specific problem. For example:

- Improve the effectiveness of the local;
- Increase number of members and/or the participation level of the members within the local;
- Identify, encourage, and train local leaders;
- Promote public education; or
- Provide political awareness training.

NOTE: GIFT CARD USAGE

- Gift Cards must be part of the larger plan/project
- Gift Card total must not exceed 10% or max of \$500
- A list of member names who receive the gift cards
- Must provide an itemized receipt

This grant **cannot** be used for the following:

- Any release time
- Office equipment, supplies, utilities, rent/lease or cell phones
- Alcoholic Beverages
- Stipends
- Cash Distributions
- Expenses related to attending District/OEA/NEA Representative Assemblies
- College Scholarships for college bound students



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How does an affiliate apply for this grant?

- Submits the completed application with action plan after October 1 and before midnight on January 31.
- Completes an application and action plan that describes how the proposed use of the OEA funds is linked to and will advance the local's mission, goals and/or Local Development Plan in collaboration with their Labor Relations Consultant.
- Describes the problem or issue;
- Explains how/why the issue creates a problem for the local;
- Describes how/why the action will improve the situation and promote the effectiveness of the local;
- Identifies the items/activities for which the funds will be expended;
- Provides a timeline and persons responsible for the execution of the plan;
- Describes specific objectives of the program; and
- Outlines specific measurements for assessing the success of the program.

Other conditions to be met prior to reimbursement:

- Submits a year-end evaluation to the OEA, including revisions after the first year.
- Submits a second year-end evaluation to the OEA.
- Submits an itemized breakdown where the funding dollars were used and the receipts for the expenses.
- Describes a plan for affiliate support of the program following the expiration of the grant.
- Sends delegates to the District and OEA representative assemblies for the duration of the grant.



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Two Year Effective Local Grants Apply in Odd Number Year before Biennial Budget

The OEA biennial budget will include funds for the purpose of providing money for programs designed to solve ongoing problems or address recurring issues that confront affiliates.

ALL TWO-YEAR SPECIAL PROJECT GRANTS ISSUED WILL COINCIDE WITH THE BIENNIAL BUDGET. (ISSUED ONLY IN THE FISCAL YEAR BEGINNING WITH ODD NUMBER YEARS, i.e., 2021-2022.) To the extent that funds are dedicated in the OEA budget for this line item, such grants will be awarded to those local affiliates that meet the following conditions.

Who is eligible?

- Any local of the OEA NOT applying for a one or two year grant, OEA districts are not eligible.
- Any local associations who have assessed their local to identify issues or problems. Examples: Local Development Plan, Local Assessment, Bargaining Survey.

What is the amount available for this grant?

- Each grant shall not exceed 45% of the state average teacher's salary as defined in the OEA Bylaws 2-4.
- Multiple grants will be available for locals with more than 400 members, at a ratio of one grant for each 400 members (funding will be commensurate with the number of members exceeding the multiple of 400)

What is the purpose of this grant?

- To address and resolve on-going problems as identified in survey results;
- Directly involve the local association's members in resolving the identified problems; and
- Increase the number of members actively participating in the activities of the local association.

NOTE: GIFT CARD USAGE

- **Gift Cards must be part of the larger plan/project**
- **Gift Card total must not exceed 10% or max of \$500**
- **A list of member names who receive the gift cards**
- **Must provide an itemized receipt**

This grant cannot be used for the following:

- **Any release time**
- **Office equipment, supplies, utilities, rent/lease or cell phones**
- **Alcoholic Beverages**
- **Stipends**
- **Cash Distributions**
- **Expenses related to attending District/OEA/NEA Representative Assemblies**
- **College Scholarships for college bound students**



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How does an affiliate apply for this grant?

- Submits the completed application with action plan by midnight on January 31.
- Completes an application and action plan that describes how the proposed use of the OEA funds is linked to and will advance the local's mission and goals that
 - Describes the problem or issue;
 - Explains how/why the issue creates a problem for the local;
 - Describes how/why the action will improve the situation and promote the effectiveness of the local;
 - Identifies the items/activities for which the funds will be expended;
 - Provides a timeline and persons responsible for the execution of the plan;
 - Describes specific objectives of the program; and
 - Outlines specific measurements for assessing the success of the program.

Other conditions to be met prior to reimbursement:

- Submits a year-end evaluation to the OEA, including revisions after the first year.
- Demonstrates historical and sustained attendance at District and OEA representative assemblies.
- Submits a breakdown of the funding dollars used and the receipts for expense.
- Sends delegates to the District and OEA representative assemblies for the duration of the grant.



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NEA Local Presidents Release Time Grants

****Final grant approval by NEA***

The OEA Annual budget may include monies that will be used to fund its portion of the NEA approved Release Time Grant for the full or part-time release of the local association's president, vice president. In order to qualify for such a grant, the local association must meet the following conditions:

Who is eligible?

- All locals that have received an NEA Release Time Grant; the OEA's funding obligation will conclude at the end of the NEA Grant.

What is the amount available for this grant?

- Affiliates are funded in accordance with the NEA's release time grant program. OEA will match NEA funding during the term of the grant, based on the formula provided by the NEA

How does an affiliate apply for this grant?

- Submits original request per NEA LPRT Program guidelines by January 20th.
- A local must meet the standards and receive approval by the NEA.
- A local must have negotiated an agreement with its employing board authorizing the release time.
- The local's application must be submitted in accordance with the NEA's and the OEA's procedures.
- A local demonstrates that it will have the resources required to pay all of the costs associated with funding the release time after the grant period concludes and at the same time fund a full member service program.