



Application Timeline: December 1, 2021 – March 31, 2022

Note: Awarded IFT Grants will be implemented in the 2022-2023 school year.

APPLICANT CHECKLIST

- 1.) Please make sure to have a conversation with your local association president about your interest in applying for an IFT grant application. You will need to know your president's email address for the grant application. After completing your grant application, IFT will send the local association president a Fiscal Agent Agreement to sign off on your project proposal. Once signed, your IFT application is considered complete.

- 2.) Before you begin to fill out your online IFT grants application, please make sure to read through in its' entirety:
 - a.) **Applicant check list**
 - b.) **IFT Do's and Don'ts Funding Guidelines**
 - c.) **IFT FAQ on grant application eligibility**

- 3.) Member applicants must complete our online IFT grants application. IFT grant applications submitted by paper via email will not be accepted.

- 4.) Have your IFT Grant Project Budget and Timeline attachments ready to go before starting the application.

- 5.) If you know your CTA Membership ID #, have it ready. Your CTA member ID # is on your Digital Membership card or contact IFT@cta.org for assistance.