



2018-2019 DELL GRANTS

FIRST IN TEXAS GRANT AWARD PROCESS



FIRST® LEGO LEAGUE JUNIOR

Rookie Grants: \$300.00

Veteran Grants: \$100.00



FIRST® LEGO LEAGUE

Rookie Grants: \$450.00 and a Dell Laptop

Veteran Grants: \$300.00



FIRST® TECH CHALLENGE

Rookie Grants: \$1,000.00 and a Dell Laptop

Veteran Grants: \$500.00



FIRST® ROBOTICS COMPETITION

Rookie Grants: \$2,000.00 and a Dell Laptop

Veteran Grants: \$1,000.00



Step 1: SUBMIT YOUR APPLICATION

- Read our **Grant FAQs**: firstintexas.org/grants/faqs
- **TO APPLY**: firstintexas.submittable.com/submit
- Create your free Submittable account - make sure to remember your password!



Step 2: APPLICATIONS REVIEWED & AWARD EMAILS SENT

- See the **Grant Calendar** for Review Dates: firstintexas.org/grants/calendar
- Award Emails sent to the email address associated with your Submittable account



Step 3: ACCEPT THE GRANT

- Click the link in your Award Email to accept the grant



Step 4: COMPLETE THE “Grant Payment Information” FORM

- Within 24 hours of accepting the grant, you will receive an Additional Form: “Grant Payment Information”
- COMPLETE the Additional Form by uploading a [W-9](#) and providing mailing / shipping information
- Additional Forms show up as new tabs on each Submission in your Submittable account



Step 5: RECEIVE YOUR GRANT CHECK IN THE MAIL

- Grant Checks are processed once a month; the Additional Form must be completed 10 days before a Check Date to be included in that month’s Check Run; see Due Dates and Check Dates on our [Calendar](#)
- Rookie FRC, FTC, and FLL teams will also receive their Laptop (allow 2-4 weeks for shipping)
- FRC Teams may elect to have their grant sent directly to FIRST via the Additional Form



Step 6: COMPLETE THE END OF SEASON REPORT by MAY 1st 2019

- This Additional Form will be sent to all grant recipients in March 2019
- See what the Report will require at firstintexas.org/team-engagement/

Future grant eligibility is dependent on completion of the End of Season Report!

QUESTIONS?

Email teamgrants@firstintexas.org - include TEAM ID in Subject Line