To apply for a grant to bring VEX V5 kits and curriculum to your students, you will need support and permission from school and/or district administration. The following sample letter will help you reach out to administrators with all the details they will need to understand why you are seeking grant funding.

Dear [Administrator's Name],

[I am/We are] writing to request your support to apply for the [Grant Name]. In this letter [I/we] will outline the vision for how VEX V5 robotic kits could be a valuable tool for student learning, and how this grant could help fund this project.

Our Project
[Name who is involved in this project, for example: We are requesting funds to bring VEX V5 robotic kits into John Smith and Jane Doe's 9th and 10th grade science classrooms, and Sara Brown's 11th and 12th grade math classrooms.]

This grant would bring [X] VEX V5 kits to our school to serve [X] students in a single year. We would complete approximately [X] STEM Labs in a year, which would be [X] hours of instruction.

About VEX V5
VEX V5 is a robotic program designed for students in grades 9+. The VEX V5 robotics kit allows students to easily build precise robots with various sensors. There are 12+ VEX V5 STEM Labs which span 5 subjects. The STEM Labs include all materials and direction we need to teach students specific skills as they construct and control their robot.

VEX V5 can benefit our students in many ways. [Add specific details about your students here. For example: In our low-income district, our students do not have the same access to robotics as other districts. Giving our students access to robotics could help them learn STEM skills critical for their future.]
VEX V5 can help our students learn:

- Teamwork, leadership, and collaboration skills through group problem-based learning and robotic competitions
- Spatial reasoning skills as they construct and experiment with VEX V5 robots
- Problem solving and troubleshooting skills critical to success in the workforce
- Advanced understanding of engineering design and programming

About the Grant
The [Grant Name] is provided from [organization/foundation] to [describe the purpose and characteristics of this grant.] The deadline for this grant application is [date], and the notification date is [date].

Next Steps
To move forward with this grant application, we will need [written approval, specific forms, etc]. We would like to set up a [call/meeting] to answer any questions you may have.

Sincerely,