

\_\_\_\_\_ PTA

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Teacher Grant Program  
20\_\_\_\_ - 20\_\_\_\_

Attention Teachers:

Is there a project or activity that would enhance student learning in your classroom that you don't have the funds for?

- Field Trips
- Curriculum Materials
- Technology
- Books
- Classroom Supplies

The PTA understands how much teachers spend out of their own pockets each year and we want to help!

Here is what you need to know about the PTA Teacher Grant Program:

1. Applicants should be a current member in good standing of this PTA - a membership envelope is attached or you can join online at \_\_\_\_\_
2. Completed application forms should be turned into the \_\_\_\_\_
3. Grant applications will be reviewed \_\_\_\_\_
4. Applicants will be notified of approval/denial within two weeks of committee review.
5. Funds will be distributed when receipts have been turned into the PTA Treasurer, OR a check will be issued to the teacher and they will turn in the receipts after the money is spent.
6. A record of all applications will be kept with our PTA.
7. Grant funds will be approved and distributed until all budgeted funds have been allocated \_\_\_\_\_
8. There is a \$ \_\_\_\_\_ limit per grant. Grants in excess of this amount will be reviewed on a case by case basis and may require further information.

