

Berkeley Middle School PTA Mini Grant Application 2019-20

Applicant Details

Date of Application:		
Teacher's Name:		
Grade Level or Class:		
Room #:		
Are you a PTA Member?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Project Details

Date Funds are Needed:		
Amount Requested:		
Will you consider partial funding for this project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Please explain:		
Number of students who will directly benefit from this project:		

Project Description

Please describe your proposed project or program:
Please describe the goals of the project or program:
What curriculum area and SOL areas are supported by the project or program:
Describe any positive effects on student achievement and/or school if funds are granted:

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Recipients must implement the project as presented and must inform the PTA of any changes *before* they occur. Funds may not be used for projects or expenses outside the scope of what has been approved by the PTA mini-grant committee. **Receipts and/or check requests must be submitted to the PTA within 30 days** of approval, unless otherwise stated by the PTA mini-grant committee. (Place receipts in the PTA treasurer’s envelope in the PTA drawer.)

I/We agree to fulfill the responsibilities outlined in this proposal:

Applicant Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

I have determined that a PTA mini-grant is the most appropriate way to fund this proposal.

Principal (or Designee) Signature _____ Date: _____

Please fill out all areas of the application, print and submit in an envelope to the PTA mailbox in the main office, or e-mail to berkeleymiddlepta@gmail.com. Applications will be reviewed and voted on at the PTA’s monthly meetings. Applications must be received on the Friday before a PTA meeting to be discussed and decided at that meeting. Meetings are typically held in the media center on the third Monday of the month. Final deadline is May 15, 2020.

FOR PTA USE ONLY

Request was:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> More information needed
Date Application was Discussed:			

Reason for denial or request for more information:
Modified requests may be submitted for review at the discretion of the Mini-Grant Committee.

Initial and Date:	PTA Mini-Grant Chair:	PTA President:	PTA Treasurer: