**2021-2022 Moorlands PTA**

**Grant Application**

**Mission Statement**

It is the mission of the Moorlands Elementary PTA to foster community inclusion, child advocacy and academic excellence by facilitating communications, supporting students, teachers and staff, and enhancing the educational, social and physical environment of Moorlands Elementary School. Our focus for the 2021-2022 school year will be increasing community connections and helping kids reconnect after a year away.

**Deadline for Applying for Grants:**

|  |  |
| --- | --- |
| **PTA Meeting Dates:** | **Grants Due:** |
| September 14, 2021 | September 7, 2021 |
| November 9, 2021 | November 2, 2021 |
| January 11, 2022 | January 5, 2022 |
| March 8, 2022 | March 1, 2022 |
| May 10, 2022 | May 3, 2022 |

Moorlands PTA welcomes grant requests from the staff and parents of Moorlands Elementary. Our purpose is to help fund programs and events for students. The PTA funds grants for educational and enrichment programs affecting a large number of students both school and classroom wide. Funds should not be used for individuals except in the case of scholarship. Funds are limited and availability may vary from year to year. The Moorlands PTA executive board will review applications prior to them being voted on at a general meeting. Grant applicants should be prepared to answer questions during this review process and at the general meeting.

Applications may be granted fully, asked to be re-written, be partially funded, put on hold or denied. Incomplete forms or forms without approval signatures will not be accepted. Funds are granted based on a one-year commitment only. Applications must be re-submitted each year and will be subject to funding availability and goals of the current board. Grant applications must address at least one of our PTA’s identified areas of focus as stated in our Mission Statement above. Items purchased by the Moorlands PTA must remain on school property should the teacher become employed elsewhere. Teachers are encouraged to make arrangements to send information to the PTA to share success of item/program.

**Grants will be evaluated on the following criteria:**

1. In line with the mission statement and goals.
2. Is funding available or earmarked for other programs.
3. Has similar program been funded this year.
4. Is it timely to spend funds now – is the need more immediate than others.
5. Number of students affected.
6. Consideration of other sources of revenue.

**2021-2022 Moorlands PTA**

**Application**

Application (Circle one): Grant Field Trip Assembly Subscription

Title of Application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Applicant(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cash Grant Request Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date for the Request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Provider (Contact + Address) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has this been reviewed with Principal for appropriate use of funds: Yes or No (Please circle one)

Have other funding sources been explored: Yes or No (Please circle one)

Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Principal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Signature indicates that all other sources of funding have been exhausted and that the principal approves of the item being requested and will accept it on behalf of the school.***

Grant has been reviewed by PTA Executive Board: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2021-2022 Moorlands PTA**

**Grant Application (cont.)**

**Project pertains to: (circle all that apply)** – Literacy, Science, History, Technology, Math, Social Studies, Arts, Music, Physical Education, Other – please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Circle the grade levels this project affects**: Kindergarten, First, Second, Third, Fourth, Fifth, Other – please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How many children will this affect**? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Please provide a brief description of your grant request and explain how this grant will enhance the education process by filling unmet needs in instructional programs or student enrichment and/or support. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. How will this integrate into the school’s curriculum? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Equipment and materials**:

**Describe what equipment and materials will be needed to conduct the project, or maintain and operate them.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Budget:**

Provide a complete, thoroughly researched and documented budget, attaching a quote is helpful. Please use template below as a guide.

|  |
| --- |
| Item Unit Price Quantity Total Price |
|  |
|  |
|  |
| Installation required? |
| **Shipping**  |
| **Tax**  |
| **Total Grant Amount**  |
|  |

**Timeline:**

Complete a timeline detailing the steps of the project from start-up to implementation and completion. Include when feedback will be available to PTA meeting and what your plans are for communicating that information back to PTA.

**Details to consider:**

Is installation required? Is ongoing maintenance involved? If so, who is responsible? Any special services, training, equipment or supplies needed from the school or community? Does this item need approval from the School District for liability insurance purposes? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Treasurer’s Use Only: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check made out to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Funds gifted to school: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_