



2018-2019 Moorlands PTA Grant/Assembly Application

This is a/an: Grant App Assembly App Subscription

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 2018-2019 school year will be increasing community connections and involvement, particularly through parent and family events.

Goals for 2018-19

- Demonstrate a Strong Commitment to Growing Membership:
 - Increase membership to 500 members
 - Achieve 100% teacher membership
- Create a strong partnership between the PTA and Moorlands Elementary to enrich the educational experience and overall well-being for all students:
- Support an efficient Emergency prepared school for teachers/staff/families.
- Support the school's education efforts:
 - Supplement school resources through classroom supply reimbursements (Moor Money)
 - Set up and support the new Moorlands Makerspace to offer STEAM learning to the whole school.
- Enable learning opportunities for our students through enrichment programs.
- Increase recognition of our volunteers:
 - Every month recognize PTA volunteers using hand-written thank you notes, recognition in newsletter, call-outs in emails, and on Facebook.
- Increase leadership and participation in PTA programs and events among Moorlands staff and families.
- Collectively enforce a policy of sustainability, where Moorlands PTA board members can chair no more than one event or program in addition to their board role. If, despite consistent and multiple recruitment efforts, a capable chairperson for a Moorlands PTA event or program cannot be found, the event or program in question will be cancelled.
- Continue supporting WatchDOGS program through communication with committee chair and administration.



Deadline for Applying for Grants:

PTA Meeting Dates:	Grants Due:

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 many 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 plan to visit another PTA meeting later in the school year to share success of item/program.

Grants will be evaluated on the following criteria:

1. In line with mission statement and goals.
2. Is funding available or earmarked for other programs.
3. Have similar programs 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.



Moorlands Elementary

PTA

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2018-2019 Moorlands PTA Application

Application (Circle one): Grant 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: _____



2018-2019 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. -

2. 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. _____

Specify what equipment is available vs. what needs to be purchased. _____

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: _____