Aldert Root Elementary
PTA Mini-Grant Application

Mini-grant applications will be considered in September and January, as long as funds are available. More mini-grant information is available on the school's web site. Completed applications should be given to Mr. Clark for initial review. Applications will then be forwarded to the PTA Presidents.

Name(s):_____

Position(s):_____

Email(s):_____

Title of Project:_____

Curriculum Area(s) Supported:_____

Target Student Grade:_____   **Are you a member of the Root PTA?** _____

Number of students who will *directly* benefit from this grant *this* year:_____

Amount Requested: $_____   **Overall project cost: $**_____

Would you consider partial funding of this request? _____

Are there other funding sources available? _____

     Please explain:

Briefly describe the timing of your request. Is this an ongoing activity or are there specific start and end dates? Is there a decision deadline that will delay or stop the project?

Please provide a description of the proposed project including (as applicable):
- Goals, objectives and how success will be measured
- The unmet need that would be served
- How this relates to the standard course of study
- How ongoing expenses will be funded

Attach any supporting documentation.

Budget: List or attach individual items, price and quantity—include range of prices where applicable. *Include sales tax and/or shipping or they will not be covered.*

Mini-Grant recipients agree to accept the following responsibilities:
- Implementing project as presented and informing the PTA before any changes occur.
- Submitting receipts and/or invoices to the PTA Treasurer in a timely manner and in accordance with funding approval. All check requests must be made before June 1st.
- All materials requested become the property of the school, not the individual.

Applicant Signature: _____**Date**: _____

Applicant Signature: _____**Date**: _____

Administrative Review Signature: _____**Date:**_____