

Montessori Academy PTA request for grants

Montessori Academy PTA is striving to ensure equal distribution of school program funds among the various grade levels. Available grants can be no more than \$75 (teachers may combine requests for grade-level grants) and can be made at any time throughout the year, realizing that there is only \$600 allotted for these grants and they will be reviewed in the order they are received.

Grants are meant to cover *enhancements* to the Montessori experience. That would include things like: Field trips/"expeditions", Visiting artists/speakers, non-required classroom materials that enhance the Montessori lessons (examples would include: items that bring nature into the classroom, supplies for cooking/baking in the classroom, supplies for growing plants, raising butterflies, etc.). Please keep in mind that PTA cannot cover expenses related to classroom materials that should be reasonably provided by the district. In the case of Montessori Academy that would include Montessori materials.

***** Grant Request Criteria Include:**

- the level of impact upon students' education/school experience
- the number of students impacted
- the degree to which the request supports the mission & vision of Montessori Academy.
- what other sources of funding you have/will have attempted to secure (i.e. Parent contributions, other grants, etc.)
- If you have an idea for fundraising that would support the money you are seeking (as well as other PTA endeavors). Please note that it must align with the PTA's Mission statement regarding Fundraising (*"Fundraises responsibly. The PTA recognizes the financial constraints within our community. To that end we keep our program expenses low in order to be able to keep our fundraising low. In addition, the PTA has chosen to avoid fundraisers that require the sales of unhealthy food items or other items that are overpriced and do not contribute to the betterment of our global society. Current fundraisers include a walk-a-thon (which ties healthy lifestyle choices into fundraising) and book fairs (to aide in literacy in our community and to promote our school to the larger community)."*)

PLEASE PLACE COMPLETED GRANT APPLICATIONS IN THE PTA MAIL BOX IN THE MAIN OFFICE OR EMAIL IT TO ANDREA GREGOIRE (TREASURER) AT

ADGREGOIRE@ROCKETMAIL.COM

MONTESSORI ACADEMY GRANT REQUEST FORM

Date: _____ **Contact Name:** _____

Grade: _____

Description: (provide as much detail about your request as possible):

How does this support or enhance the Montessori experience in your classroom: _____

Approximate number of students impacted: _____

Total Amount: _____

Amount Requesting from PTA: _____

Is any other source funding this request (i.e. parent contributions, other grants)? _____

If yes, please list whom. _____

Total Dollar Amount Requested: _____

*** While funds may be requested at any time we are asking that you please try to submit them at least 2 weeks before a general meeting of the PTA to allow the executive committee to review before presenting to the PTA for final vote. Please attach any additional information that may be applicable to this grant request. ***

Date: _____ **Signature of Applicant:** _____

Date: _____ **Signature of Principal:** _____

FOR PTA USE ONLY

Date Received: _____ *Executive PTA Vote: Date:* _____ *Approved* _____ *Rejected* _____

COMMENTS: _____

General Public PTA Vote: Date: _____ *Approved* _____ *Rejected* _____

COMMENTS: _____

If approved, Total Amount Awarded: _____ *Date of Payment:* _____ *Check #:* _____