

Ocean Palms Elementary PTO
2018 - 2019 Academic Enrichment
Mini-Grant Application

Purpose:

To provide funding for academic and cultural enrichment activities to classroom teachers that will encourage and support innovation in instruction and creative approaches to the curriculum.

Mini-Grant Description:

1. Up to \$150.00 per year, per teacher. Teachers may collaborate and combine their money for a larger grant amount. If a teacher has an associate teacher in their classroom, they may apply for an additional \$75.00.
2. Intended to fund stand-alone units rather than routine or ongoing projects.
3. Funds may be used for academic or cultural materials, enrichment learning activities and/or classroom visitors.
4. Intended to fund activities not covered by the school district budget.
5. Not intended to be used to fund field trip transportation or items not related to the curriculum.

Application Procedures:

1. Complete the application below and place in the PTO Treasurer's mailbox.
2. Once the application has been received, it will be reviewed and voted by the board members.
3. Once your application has been voted on, you should receive a letter letting you know if your application was/was not approved.
4. Once approved, you can purchase the intended materials. Items can either be purchased by you personally or you can have the PTO billed directly.
 - a. *If you choose to purchase the items personally, a receipt/s must be submitted to the PTO Treasurer, before she can reimburse you.
 - b. *If you choose to have the PTO billed directly, please make sure your name and PTO Treasurer's name is noted on the order.
5. Deadline for application submittal is May 1, 2019

GRANT APPLICATION

Teacher/s: _____

Dollar Amount Requesting: _____

Project Description: _____

Will you be purchasing the items personally? _____

Will the PTO be billed for the items you are planning on purchasing? _____

*If so, where will the items be purchased from? _____

Approved by the Board: Yes _____ No _____

Date: _____