



WASHINGTON
MIDDLE SCHOOL
PTSA

WMS PTSA Opportunity Grant 2018-19

What is the WMS PTSA Opportunity Grant?

The WMS PTSA has budgeted \$10,000 this year to create an “opportunity grant” fund. The purpose of the fund is to support innovative initiatives at the school to further enrich student experiences. They should provide unique opportunities to enhance student learning, parent engagement or community building consistent with the mission of the PTSA as well as school-wide initiatives and learning goals. Wherever possible, these Grant funds should touch the broadest range of students in the building across all education programs.

The nature of the project is limited only by the imagination of the grant applicants.

How do I submit a WMS PTSA Opportunity Grant?

Please submit your completed application to the PTSA Opportunity Grant Chair, Claire Hogan at claireho70@outlook.com. Applications can be placed in the PTSA Opportunity Grants mailbox in the office (picked up most Thursdays) or submitted via email to claireho70@outlook.com

Rules

1. To obtain an opportunity grant, teachers/staff must submit a written application to the PTSA Board using the following application form. Email application to claireho70@outlook.com
2. The grant money must be used to enrich the educational experience of students at WMS.
3. All grant applications must be sponsored by a WMS teacher or staff member. Initiatives impacting classroom time and school resources require the support of the classroom teacher and school principal.
4. Parents with a grant idea may team with a teacher/staff member to apply for a grant.
5. Teachers/staff members may team together to apply for a grant.
6. While teachers/staff members may apply for more than one grant over the course of the academic year, preference will be given to teachers who have not been awarded a grant.
7. Priority will also be given to grant applications that address a need that is not already being met by existing district, school or PTSA funds.
8. There is no specific deadline for the grant application. Grant applications will be considered throughout the year provided funds remain in the grant budget. Applications less than \$500 will be determined within 1 week of submission and applications greater than \$500 will be presented at next PTSA Board meeting for discussion and determination.
9. PTA Board and Perry Lee will be cc'd on approval.

How does the “opportunity grant” differ from the PTSA “classroom grant”?

“Classroom Grants”: The \$300 “classroom grant” awarded to each staff member may be used at each staff members’ discretion provided the money is used to enrich the education experience of students at our school. Staff member may submit receipts for reimbursement to the PTSA Treasurer up to the amount of their annual classroom grant. Teachers have a broad range of discretion to use their own classroom grants for the benefit of their students.

“Opportunity Grants”: The “opportunity grant” provides an avenue for teachers to apply for additional funds for a unique project. The “opportunity grant” applications are reviewed by the PTSA Board on a case-by-case basis, and there is no guarantee that the grant application will be awarded. The opportunity grant fund was established to support valuable initiatives that can’t be implemented with smaller classroom grant funds.



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WMS Opportunity Grant Application 2018-19

Applicant Name:

Position:

WMS Room #:

Email address:

Date of request:

Amount of request: *Please provide an estimated cost of your project, with a breakdown of expense items. Attach documentation of projected cost information. Reimbursement will be based on submission of actual receipts and expenses up the amount of the grant award.*

If approved, reimbursement check should be made out to the following person:

Description of project or opportunity:

Please describe your goals for the specific grant.

About how many students will be exposed to this?

Have you already spent your classroom grant funds and/or departmental grant funds? If not, how do you intend to spend your grant funds?

Signature:

Date Submitted:

Please submit your completed application via email to the PTSA Opportunity Grant Chair, Claire Hogan, at claireho70@outlook.com or put in PTSA Opportunity Grant mailbox in the office.

For PTA use only:

Approved/disapproved by PTSA Board:

Approved Grant amount:

Date approved:

Comments:

Signature of PTSA Board or Chair member: