



## Greenville MS/HS PTSA Grant Request

There are limited funds available for PTSA grants. For the 2010-11 school year, \$2,000 has been budgeted. To distribute these funds, a review of requests will occur as explained below. If additional funds are available after this process (this will be announced), a second submission will occur at the February membership meeting, with review and vote at the March membership meeting. The funds provided are available through money raised in our annual fundraiser. Thank you for your continued support!

All requests **MUST** follow the below process.

Applicant must be a PTSA member.

Each request must be submitted on the attached form and forwarded to school principal for review to ensure there is no duplication and request is appropriate for PTSA support. All requests must be approved by the principal to be considered.

Requests must be submitted to principal by November 1 for presentation at the November membership meeting. **You are the “T” in PTSA!** Join us to tell us about your request.

Requests will be reviewed by executive board prior to the December membership meeting and presented for vote at the December membership meeting. Approved grants will be disbursed at that time. Submittal of a grant request does not guarantee funding. Approval of request does not guarantee funding in subsequent years. Each application will be reviewed by the PTSA membership.

As you may know, the following requests **cannot** be considered:

Transportation

Salary/Personnel costs

Snacks

Gifts

Parties

Athletic-related requests

Permanent instructional materials

Equipment/Supplies that could/should be funded by current or next year’s school budget

No further requests from the same applicant, in a single school year, will be considered if a request has already been approved. Requests may be combined.

Priority will be given to requests that benefit the greatest population of students, will enhance student development/enrichment and encourage active student participation.