

PTSA MINI-Grant Application Fall

PTSA dues and fundraisers play an essential role in building community at Maynard Jackson High School. The money we raise provides needed funding for programs and activities that enhance student's experiences at the school. These are some examples of what PTSA Mini-Grants can support.

- Assemblies, guest speakers, special activities, field trips
- Sponsoring students' involvement in programs
- Support to Students/ Faculty
- Technology software, equipment, and training
- Seed money Sunshine closet
- Mini-grant funds cannot be granted to pay for individual student, teacher, or staff travel expenses, meals, or accommodations.

1. This program is open to **all MJHS Students and staff that are current MJHS PTSA members**. Students and Teachers may apply for up to \$500 per application. Each teacher/student may apply for one grant during fall semester (September 2, 2023 – OCTOBER 15, 2023) and one grant during spring semester (February 1, 2024 – March 15, 2024). Grants will be awarded to approved applications between this period of time as long as funds remain available. Applicants are limited to two awarded applications per school year totaling no more than \$1000. Collaborative projects are encouraged. We encourage all members of the school community to request mini grants. Extra consideration will be given to projects where applicants have secured some portion of their funding through activities the students participate in for on campus fundraising. Applications will be reviewed by the PTSA Executive Board. Applications may be approved in full, in part, or declined. These decisions will be impartially made based on the proposed use of the funds, and **the number of students that will benefit from the proposal**. (Exception, Special Education)

2. Applications will be reviewed on a monthly basis until the available funds are depleted. Applications must be received on the first of the month in order to be considered during that month. This grant program begins September 1, 2023. Any applications received by that date will be considered at the next October 16th PTSA Board meeting. Notifications will be made the following Friday. Submissions should be returned to the PTSA mailbox (staff mail room) to the attention of Vendredi Hardeman **PTSA President** E-mail address: president@mjhsptsa.org.

3. The Mini Grant Program application can be obtained by downloading the form from the PTSA webpage on the school website or printed copy in the front office. The application must be an investment, how many students will benefit, or the school community and when and how long the program or purchase will be in place. All mini-grant applications must receive approval from the **Principal** Danser before submitting to the PTSA for review.

PTSA MINI-Grant Application-1 Fall

Date of request: _____ Date funds needed: _____

Project Title: _____

Group or individual requesting funds: _____

Contact phone number: Office _____ Cell _____

How many students does it benefit? _____

Amount requested: _____

Project description:

- How will you make this project a reality? (Plan of action, timeline)

- Estimated number of students, staff and parents involved and/or affected/benefited?

Staff: _____ Parents: _____ Students: _____ Comments:

Describe long-terms use of items/equipment requested.

- List adjustments that can be made if project is not fully funded.

- Please explain how you will evaluate the project's effectiveness in terms of MJHS's Student Achievement Plan.

Applicant's signature and date: _____

Principal's signature and date: _____

PTSA President Signature and date: _____

Approved: _____ Postponed: _____ Not Approved: _____ Amount Approved: _____