

2020-2021 M-A PTA Mini-Grant Proposal

Mini-Grants provide as-needed support for classrooms, clubs, faculty, administration, and student activities. The PTA funds supplies, equipment, books, and other needs. See <https://www.mabearspta.org/programs/mini-grants/>. The PTA does not fund salaries, gift cards, athletic requests, food (except to feed volunteers), or private transportation/hotel costs. Please include as much detail as possible in your proposal to help with our decision making process.

Please note that only M-A PTA members are eligible to receive Mini-Grants. Visit <https://www.mabearspta.org/join-the-menlo-atherton-pta/> for information on membership.

Proposal submission deadlines are firm and **late submissions will not be considered**. Grant notifications will be sent via email following the PTA general meetings on October 6 and March 2. There are two rounds of Mini-Grant funding per year.

Deadline for Fall 2020 is 1:30 p.m. on Friday, September 25
Deadline for Spring 2021 is 1:30 p.m. on Friday, February 12

Please submit this completed form with appropriate documentation to minigrants@mabearspta.org.

Questions? Email minigrants@mabearspta.org

Name: _____ Date Submitted: _____

E-mail: _____ Department/Program: _____

REQUIRED FOR ALL PTA REQUESTS \$750 & OVER: I have given a copy to the Department Head :
Yes _____ No _____

Project Title _____ Describe the project including the rationale and objectives (please attach more information if necessary):

Amount requested: _____ Overall project budget: _____

***Attach itemized budget including tax and shipping, if applicable. Reimbursement will not exceed request.**

Are other funding sources available? Yes _____ No ___ If so, from where? Brier Buchalter out of pocket

Would partial funding be acceptable? Yes _____ No _____ If not, please provide an explanation.

Number of students affected: _____

Target student group(s) (if any): _____