

2021-2022 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://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 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 5, 2021 and March 1, 2022. There are two rounds of Mini-Grant funding per year.

Deadline for Fall 2021 is 1:30 p.m. Thursday September 23, 2021

Deadline for Spring 2022 is 1:30 p.m. Thursday, February 10, 2022

Please submit this completed form with appropriate documentation to minigrants@mabearspta.org. Or you may also place your proposal in the Mini-Grant box in the mailboxes by the treasurers office.

Questions? Email: minigrants@mabearspta.org

Date submitted:

Name:

Department/Program:

E-mail:

Project title:

REQUIRED FOR ALL PTA REQUESTS \$750 & OVER: I have given a copy to the Department

Head: _____ Describe the project including the rationale and objectives (please attach 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? _____

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

Disbursement dates (Please note: the reimbursement deadline is May 1): _____

Number of students affected: _____ Funding per student: _____

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