Bedminster PTO

Grant Application

2017-2018

The Parent Teacher Organization (PTO) at Bedminster School is an organization of parents and teachers who, through their commitment of time and resources, work to enhance the Bedminster School’s learning environment for all of the students.

**Teacher Grant Application Procedure:**

* This grant is designed for ALL GRANTS.
* All completed grant applications must be reviewed and approved by administration. The PTO will subsequently review for potential funding.
* Grant applications may be submitted at any time during the school year with a final submission deadline of June 1, 2018.
* Upon review by the PTO Board, the requesting Teacher/Department/Grade may be asked to present the request to the PTO Membership for review/approval.
* Items granted by the PTO are gifts to Bedminster Township School and shall remain resident in the school.

Please Note: the PTO does not provide grants to support the individuals, political causes, candidates, or organizations whose primary purpose is to influence legislation; or religious organizations.

# **TEACHER REQUEST­­STEP 1**

Requesting Teacher/Department/Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please check the Grant Type below:

Class Grant: \_\_\_\_\_\_\_\_\_\_

Grade Level Grant: \_\_\_\_\_\_\_\_\_\_

Grade Level Program/In-school assembly (no bussing involved): \_\_\_\_\_\_\_\_\_\_

**Nature of Item/Project/Program**: Attach item description information, as well as a picture printout of item from website, if applicable. *Please include* **ALL** *information required for ordering; including company name, website, fax number, item number/IBSN number, price, shipping information and quantity requested.*

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**Item/Project/Program Objectives and Background**: Explain below, and/or attach additional information, detailing the item/project/program and how the it relates to the curriculum.

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Requested Funding Amount: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Please ensure that all costs, including shipping and handling, are included in the requested funding)*

Submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE SUBMIT TO ADMINISTRATION FOR APPROVAL**

**ADMINISTRATION APPROVAL­­STEP 2**

1. Approval for the item/project has been given by administration: \_\_\_\_\_\_\_YES \_\_\_\_\_\_\_NO

Supervisor approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Line items/Amount for PTO consideration: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Funding from administration has been: \_\_\_\_\_\_ Approved \_\_\_\_\_\_ Denied

Funding From the Administration/BOE has been partially approved in the amount: $\_\_\_\_\_\_\_\_\_\_\_

Comments to PTO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# **PTO APPROVAL­­STEP 3**

The Bedminster Township School PTO wishes to thank you for your grant request.

The grant submitted for consideration has: \_\_\_\_\_\_\_\_\_\_ been approved \_\_\_\_\_\_\_\_\_not been approved.

Amount approved not to exceed: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments:

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**TEACHER/DEPARTMENT:** UPON APPROVAL, YOU WILL BE NOTIFIED BY THE PTO, AND ITEMS WILL BE ORDERED BY THE PTO TREASURER.

MIMI BROWN – [MARIEELENA\_BROWN@YAHOO.COM](mailto:MARIEELENA_BROWN@YAHOO.COM)

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