



Durant Road Elementary PTA MINI-GRANT APPLICATION

Date Submitted: _____

Teacher/Group Name(s): _____

Type of Grant (circle one):

Classroom Grant
Maximum \$50

Specialty Project Grant
Maximum \$400

School-Wide Grant
Maximum \$750

NOTE: While mini grants can be used at the discretion of the PTA leadership in conjunction with the administration, they are not intended for unforeseen class related learning events. They are not intended to be used for budget overruns or school celebrations (no food purchases will be covered).

****IF the PTA President does not approve the grant PRIOR to money being spent, the purchaser accepts the risk on not being reimbursed****

Please describe your project below and include the curriculum connection for the student.
Please attach a budget summary to this application. It should include the items needed with the projected costs as well as vendors if appropriate (may use back of page if needed).

Requesting Teacher Signature: _____

Note: If grant requires the purchase of technology or literacy, this grant must be reviewed and approved by DRES Technology and/or literacy Team Specialists prior to principal or PTA review.

Technology/Literacy Specialist's Signature: _____

All items purchase and supported by PTA funds are property of Durant Road Elementary School.

Approved Not Approved Need more information to process

Comments: _____

Principal's Signature: _____ Date: _____

PTA President's Signature: _____ Date: _____

Treasurer's Signature: _____ Date: _____

Budget Category: _____ Check No.: _____

Check payable to: _____ Check Amount: \$ _____

Total \$ _____

_____% Tax: \$ _____ 2% Tax: \$ _____ Entered on Tracking Form _____