

George Mason Elementary PTA Request for Educational Grant

Purpose: The GM PTA invites George Mason staff to apply for Educational Grants to be used in the upcoming school year. Grants are intended to enhance the educational experience of George Mason students.

Requirements:

Educational Grants will be used for educational purposes. Preference will be given to proposals which seek to benefit the greatest number of students in the most effective way. We would also prefer to fund ideas that would serve students for more than one year. PTA Educational Grants will be used to provide things that enhance the curriculum and that are not supplied by ACPS. Grants will not be awarded for things such as capital equipment purchases, classroom textbooks, student prizes/gifts or copying costs. All items purchased via a PTA Education Grant will remain property of the PTA and/or school.

Application Process:

GM teachers can submit a grant request at any time during the year until the grant fund is depleted. Teachers can access the GM PTA Educational Grant Request form on the GM PTA website: www.georgemasonpta.org. The form is a PDF file. Please complete the PDF file, save it to your computer and then email it as an attachment to the **BOTH** the Principal and the GM PTA President; georgemasonpta@gmail.com.

Review:

Grants are reviewed first by the Principal. With his approval, the request will then be submitted to the PTA Executive Board. The Board will review and vote on all requests. Requests under \$250 will be voted on within one week of submission. All requests over \$250 will be discussed and voted on at a monthly PTA Executive Board meeting.

Please do not print out and hand-write the form

To streamline the process, submissions must be made electronically

If you have any questions, please email the PTA president at georgemasonpta@gmail.com.

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Date Submitted: _____

Grade Level: _____

Teacher submitting the request: _____

Brief Description:

Cost Description:

Approx. Number of Children Benefiting: _____

Approx. Number of Years of Benefit: _____

Does this item or resource need to be renewed/purchased regularly? If yes, how often:

Does this product or resource require technology support from ACPS? If yes, please explain:

Does using this item or resource require additional training? If yes, please explain:

Total Cost \$_____

Total Grant Request: \$_____

Any additional or supporting documents or information about the product or resource can be emailed to georgemasonpta@gmail.com or placed in the PTA mailbox.

For GMPTA Use Only:

Date of Executive Committee Vote _____ Approved Not Approved

Comments: _____