

2016-2017 Grant Application Information
Funded by the Team Bates PTO

Mission Statement:

Parents working with Bates Staff to provide support in their delivery of a quality educational program to all students.

Grant Priorities:

1. Speakers/Programs/Projects/Field Trips that enrich and enhance the presentation of curriculum material.
2. Reusable classroom materials that enrich and enhance the presentation of curriculum material (Books, globes, models, reference materials, software, CDs, etc.).
3. Equipment that allows teachers to present curriculum material in innovative and creative ways (Audio/visual equipment, computer hardware, etc.).

Overview and Update:

- We expect to have **\$7,500 to support teacher grants this year!** (This number is subject to change based on the success of fundraisers). So, please submit your ideas, as we are very excited to start the program.
- There are three grant deadlines per academic year (see below). **It is a good idea to get your grants in early, even if they are for programs or projects that occur later in the school year!**
- Staff is responsible for using the attached form to complete their proposal and submit by 4:00 p.m. on the deadline. Applications submitted after the due date and time will be considered under the next deadline. The Team Bates PTO will post Grant Applications to the Team Bates PTO Facebook page (www.facebook.com/groups/154066687610/) for review by Bates families. Grants will be voted on during the next Team Bates PTO General Meeting, held every third Tuesday of the month. Award notices will be emailed to staff mailboxes within two (2) business days of the decision. Team Bates PTO will include a short feedback form with the funding decision.
- Grant awards **must** be spent in the same school year they are awarded.

Please note the following when applying:

- Grant applications must be submitted using the 2016 - 2017 application form. No other format will be accepted.
- Mr. Bruder must sign all grant applications.
- There is no minimum or maximum requirement for the number of students who will be affected by a grant request. Team Bates PTO will look at the number of students affected only to determine the cost per student.
- Attach any brochures, catalogs or other materials that help to explain your grant request.
- **Submit one copy by email to Team Bates (teambatespto@gmail.com) and Principal Bruder (bruderr@dexterschools.org) and one hard copy to the office by the deadline.**

Application deadlines for the 2016 - 2017 school year are 4:00 p.m. on:

10/14/16

1/3/17

3/31/17 (to accommodate spring break)

If you have any questions, please contact Bates PTO Grant Chair:

Gemma Randazzo, gemran@gmail.com

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Project Title: _____

Applicant's Name & Title: _____

Email: _____

Daytime Phone: _____ **Evening Phone:** _____

X _____ **Date:** _____

Signature of applicant – indicates that the Mission Statement and Grant Committee priorities have been read and understood.

X _____ **Date:** _____

Signature of principal – indicates that the grant has been read, and that you believe it to be in line with the Mission Statement and Grant Committee priorities.

Amount of Request: _____

Grade(s) of Students Affected: _____

Number of Students Affected: _____

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Please answer the following questions. Be specific, brief and to the point.

Answer them individually and number them as they are numbered below.

1. What is your proposal for

- a. Objective
- b. Method of implementation/presentation
- c. Other information that you think will help the committee understand your proposal

2. Type of proposal

- a. Is this a new or returning (i.e. funded in prior years) project/request? Please explain whether this project has been funded in the past, and if so, when and by whom.
- b. If returning, explain a little bit about how the project was implemented and its results in prior years.
- c. If new, please go onto question 3.

3. Explain how your proposal benefits the students

4. Explain how your proposal fits the curriculum guidelines

5. Detail your budget request

- a. Include specific information such as kinds of materials and equipment needed, sources of supplies, shipping, handling, labor and installation costs (Check the tax-exempt status)
- b. Attach any necessary supporting documents
- c. Payment will be made for approved amounts only

6. Additional information

- a. Why are you seeking outside funding for this proposal? Will you be seeking funding from any other sources?
- b. Can the materials be used again in the future and/or shared with other teachers?
- c. Would you expect there to be an annual need in the future?
- d. Are there similar materials currently available? If so, why do they need to be supplemented or replaced?
- e. Is there a deadline for ordering or booking? When would these supplies be needed or when would the presentation/project be scheduled?
- f. Additional information/comments

Deliver original signed application to the Bates Office in care of:

Gemma Randazzo – Bates Grant Chair

Questions? Contact Gemma Randazzo, gemran@gmail.com