

Thomas Jefferson Middle School PTA Mini-Grant Form

The mini-grant program provides discretionary funds to teachers to enhance the educational experience at the school. The funds are intended to cover areas not covered by existing budgetary allotments or dedicated funds. Normally the maximum grant is \$300, but this can be exceeded in appropriate circumstances.

The following procedures apply:

- 1) Teacher/Applicants must fill out the form below;
- 2) Get Principal Boggan to approve the request;
- 3) Teachers/staff will submit applications to Ms. Gray. She will give all mini-grants to Ms. Boggan;
- 4) The request will be presented for PTA approval at the next scheduled meeting.

Applicant Name and Position:

Mini-Grant Request:

Description of how this will affect Educational experience:

Number of Students Affected:

Approval of Ms. Boggan: