

Eastover PTA Teacher & Staff Grant Overview

Welcome to Eastover's PTA Teacher Grant Program!

Thank you for your interest in applying for a grant from Eastover's PTA! We are so fortunate to have dedicated teachers and staff, like you, with new ideas, methods and innovative programs to enrich our students' Eastover experience.

Our Goal

The PTA Teacher & Staff Grant program was created to enable all Eastover personnel to implement and maintain enriching learning environments as well as increase individual personal opportunities for professional development.

The Process: 3 Easy Steps

Through a collaborative effort with Eastover's administration, teachers and parents, we have developed a grant application process. We hope this new program will streamline requests and get funds to our teachers – and thus benefitting our students – more effectively and efficiently. **NOTE:** teachers and staff may ask for individual grants or partner with other teachers for joint requests. This process is as follows:

- 1) Review the *Eastover PTA Grant Criteria* and complete the *Grant Application* form.
- 2) Share completed *Grant Application* with Dr. Nichols for review, approval and signature.
- 3) Submit your **signed** *Grant Application* by placing it in the grant folder in the main office.

Proposals will be reviewed on a rolling basis. If your request is time sensitive, please allow enough time for Dr. Nichols approval/signature AND the grant committee's review process. If your proposal requires TRAVEL, it must be submitted at least 45 days in advance of travel.

Who Reviews Grant Applications?

All grant applications will be reviewed by the PTA Teacher & Staff Grant Committee, which consists of parents Tracy Mullis (Committee Chair), Katie Gaunter, Katie Granelli, and Kelly Shook, and teachers Mrs. Falk and Mr. Clifford. The Committee reserves the right to deny a request based on the frequency of a previous request.

Notification and Timing

Requests will be reviewed as they are submitted, and cannot be considered without the approval of Dr. Nichols. Please allow up to 2 weeks for committee approval. Upon approval, it is your responsibility to execute the proposal to include registration and coordination of travel or purchasing with school administration. Contact Katie Ousseini for use of funds. If you have any questions, please contact Tracy Mullis at tracybmullis@yahoo.com.

Again, thank you for all you do to help Eastover's *great minds take flight!*

Grant Criteria

Grant requests MUST meet the following principles in order to be awarded:

- Improve, enrich or enhance the learning experience of the majority of students or meet a specific targeted need
- Impact the 2019-20 school year
- Follow the grant request submission process and timelines (e.g., no “after the fact” awards will be granted)
- Show good discretion and stewardship of PTA funds
- Be approved by Dr. Nichols prior to submission

Applicants will be judged on:

- Creative ways of learning
- Number of students that will benefit
- Diversity of the subject areas being awarded grants
- Importance of the learning experience to the students involved
- Instructional/educational purpose

Examples of appropriate grant requests are:

- Classroom special project supplies or equipment (excluding day to day classroom supplies and school wide technology)
- Guest speakers (for staff or students)
- Travel for educational conferences, workshops or seminars, in accordance with school policy
- Web media such as subscription fees for specific learning programs
- Professional development that benefits a large percentage of students or addresses a specific need (e.g., enrichment, intervention, literacy, etc); if a teacher participates in training, the application must state how the training will be beneficial and shared back at Eastover with other staff members
- STEM, library science, physical education and/or arts/cultural enrichment experiences for students occurring in OR outside the classroom
- Opportunities that enhance understanding of student heritage, other cultures and/or increase global competency
- Student led programs with teacher oversight (e.g., recycling center, Little Library)
- Partnerships with organizations that support elementary education (e.g., Queens University, Arts & Science Council, Mecklenburg Library)

Grants may NOT be used for the following:

- School wide technology (items are funded through the Technology line item in the PTA budget)
- Fieldtrip subsidies (funded through the Fieldtrip line item in the PTA budget)
- Classroom pet procurement or care
- Outside support of nonprofits or businesses (e.g., teachers’ personal charities)

****Teachers may submit grants individually, as a teaching team, or in partnership with another content/specials area. ****



2019-20 PTA Teacher & Staff Grant Application

Eastover PTA Teacher Grant Application

Teacher / Staff Name(s)		Grade / Subject	
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Name of Request	
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Choose One Category That Best Describes Request:	<input type="checkbox"/> Enrichment	<input type="checkbox"/> Professional Development - Conference
	<input type="checkbox"/> Speaker	<input type="checkbox"/> Professional Development - Other
	<input type="checkbox"/> Supplies	<input type="checkbox"/> Other (Please define below:)

Request Description	
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Approximate Cost	
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Additional Information About the Request:	Yes	No
<ul style="list-style-type: none"> Does the request apply to the 2018-19 school year 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Will the request require renewal each year (example: online learning resource subscription)? If yes, do you think this should be an ongoing item in the PTA budget? Explanation:	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Will the equipment, supplies, or knowledge be shared with other teachers and/or staff? How will it be shared? Explanation:	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> What is the impact to your class? Will the majority of students benefit, or will it address a specific need? Explanation:	<input type="checkbox"/>	<input type="checkbox"/>

Additional Supporting Details (attach if necessary):
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Date		Dr. Nichols Signature	
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PTA Teacher Grant Committee Decision	
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Date		Grant Committee Signature	
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*An electronic version of this form can be found at <https://www.eastoverpta.com/pta-grant-program/>