



Staff Support Grant Application

The PTO wants to help the Sanderson Staff enhance the learning environment and promote academic excellence of students at Sanderson High School through mini-grants. Each allocation will generally be limited to \$300, however exceptions may be made at the discretion of the PTO Executive Board.

The objectives are to support student achievement, provide for curriculum development, and promote creative thinking in our students. Applicants should show a direct impact on students and support these objectives. Proposals must align with the curriculum guidelines of Sanderson High School.

Why should you apply?

- You could receive up to \$300 to support your teaching goals.
 - Application is quick and easy!

Selection Process

All applications will be reviewed by the school principal and then voted on by the Sanderson PTO Executive Board. The selection criteria are as follows:

1. Applicant must complete the Sanderson PTO Staff Support Application.
2. The proposal must support one or more of the objectives listed above.
3. The applicant is a Sanderson PTO member.
4. The application is reviewed and supported by the principal.
5. The application is voted on by the PTO Executive Board.
6. If requests for funds exceed the amount of allocated funds available, applications will be prioritized based on need and the effectiveness of meeting the stated objectives.
7. Funds are disbursed up to the awarded amount based on original receipts and/or invoices. If you prefer, you can also provide the information for PTO to purchase.
8. **The application deadline is October 16th. Applications must be submitted by 11:59pm on the day of the deadline.** Completed applications can be sent by email to sandersonhspto@gmail.com or placed in the PTO mailbox in the teacher's lounge.

SANDERSON PTO STAFF SUPPORT GRANT APPLICATION

Application due October 16, 2019

Please complete the following application, attach any necessary documentation, and email completed form to sandersonhspto@gmail.com or place in the PTO box in the teacher's lounge. Applications must be submitted by 11:59pm on the day of the deadline.

Your name/Department or class subject _____

Email address/Phone _____

Amount of funds requested _____

Approximate date(s) of activity _____

List anticipated expenses _____

Description of project/activity and ways it supports one or more of the following objectives: student achievement, curriculum development, and/or creative thinking:

SUBMITTED BY _____ DATE _____

COMMITTEE ACTION (To be completed by PTO Executive Board)

Action taken _____ Amount funded _____

Date and amount paid _____

Check # _____ Paid by _____