

GARFIELD HIGH SCHOOL PTSA
Small Grant Application Form

FALL DUE DATE: September 23, 2016. SPRING DUE DATE: February 3, 2017

Any member of the Garfield High School community may make grant requests, but STAFF requests must have a faculty/staff contact person as well as the endorsement of the Department chair; STUDENT requests must have the signature/approval of their Faculty Advisor.

Date: _____

Your name/email: _____

Faculty/staff contact/email: _____

GHS department/program/club: _____

Grant title: _____

Number of students affected: _____

Total requested grant: \$ _____

- a. Include a simple line-item budget for this grant request (*on back or attached page*).
- b. List funding from other sources and what those funds will cover:

Briefly describe your project and explain how it meets the funding criteria:

List your project milestones plus an estimated completion date for each:

I have reviewed this grant application, and I affirm that there is a need for what is proposed and that no other source of funds is available to complete the project.

[Faculty/Staff signature]

[Department Chair signature]

Place completed application in the PTSA Small Grants box in the office or email to
stephanie@nonfoodltd.com or mmmarchant@comcast.net no later than the due date.