Jefferson PTA is developing a new program that can directly benefit and enhance learning experiences for students at Jefferson. The Program is the Jefferson PTA Student Enrichment Grant. Each grade level will have access to apply for **up to $2,000** in grant funding for Student Enrichment activities. The Jefferson PTA challenges you to push the envelope and imagine new ways to enhance learning.

**Program Description**

Jefferson PTA has earmarked a portion of the money it raises to fund enrichment projects proposed by the school community. Potential projects should enhance the current curriculum and cannot already be part of the current school budget. The goal of the program is to fund numerous projects covering the widest possible scope and number of students. As a result, projects may be competing for money available. For that reason, the PTA reserves the right to select among projects that best represent the curriculum across departments and grades.

In order to give potential project sponsors general requirements and to fairly evaluate submitted proposals, the following criteria has been drafted and approved by the Jefferson PTA Executive Board. Further updates will be distributed as they occur

**Application Deadline:** Please turn in applications in via email to [President@jeffersonpta.org](mailto:President@jeffersonpta.org). These grants will be reviewed by the PTA board and Mrs. Kelley. We don’t have a deadline set as this isn’t a typical year and we want to maintain flexibility to help aid any and all idea/needs.

**What are the application questions?**

* Describe the purpose and allocation of funds requested, with a focus on how the grant will benefit students. Please provide specific, complete, thoroughly researched, and documented information.
* Specify the time frame for the program/activity.
* Provide total requested grant amount to include applicable taxes (at 9.8%), shipping. Include other details in the overall funding consideration, such as opportunity/project timelines.
* Approximate number, grade level, and diversity of students who will benefit from the grant.
* Provide name and email address for applicant, and the name of the class/grade benefiting from this grant.
* Specify the portion the application covers, if part of a larger project.
* Describe how the results of a successful grant allocation will be communicated back to the PTA.

**How do you submit your application?**

Completed Jefferson PTA Student Enrichment Grant requests should be emailed to [President@Jeffersonpta.org](mailto:President@Jeffersonpta.org) to be considered for review. The PTA will acknowledge receipt of the proposal within two days of receiving it. If you have not received an acknowledgement, email [Board@jeffersonpta.org](mailto:Board@jeffersonpta.org).

**What happens after the application is submitted?**

For the **2020-2021** school year, the Jefferson PTA will review and potentially fund grant proposals in with Mrs. Kelley. One a decision is made we will notify the requestor.

The PTA Grants process takes time to complete so plan ahead. All completed applications will be first reviewed by the Executive Board. They will then be reviewed by Mrs. Kelley. From there it will go under board review at a board meeting. The PTA may request additional information or ask for clarification. If other funding sources are being sought simultaneously, applicant should keep the PTA leadership abreast of the results.

For any questions please email [President@jeffersonpta.org](mailto:President@jeffersonpta.org).