**Ida B Wells PTA Grant Application**

The goal of the IBW PTA is to support academics and the IBW community. The PTA provides academic scholarships, parent education workshops, funds for classroom projects and staff recognition. Fundraising conducted allows the PTA to resource grants to IBW groups, activities, teachers and administrators. Grants that benefit the greatest number of students, or that benefit activities outside of the regular school budget, will be given first consideration. Grants to reimburse funds already spent will not be considered.

**General information**

|  |  |
| --- | --- |
| Date of application: |  |
| Group, staff member, or activity applying: |  |

**Contact information**

|  |  |
| --- | --- |
| Name: |  |
| Phone number: |  |
| Email address: |  |

**Project Description:**

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**Justification**

Please describe the purpose of the funds requested:

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**Additional Information**

Please describe how your project will benefit the school and/or students:

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| --- |
|  |

Number of students or groups who will benefit:

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| --- |
|  |

How many years the benefit will last:

|  |
| --- |
|  |

**Cost and Timing**

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| --- | --- |
| Amount you are requesting: |  |
| Total cost of your project: |  |
| Other sources of funding for your project: |  |
| Date funds are needed: |  |

**Signatures and Endorsements**

Please print and sign your name below. In addition, please have the IBW HS Principal endorse this application by signing below (your grant will still be considered if you do not have it endorsed by the Principal, however the endorsement carries weight in the review process).

|  |  |
| --- | --- |
| Your Name:  |  |
| Signature: |  |
| IBW Principal:  |  |
| Signature: |  |
| IBW Business Manager:  |  |
| Signature: |  |

**Our Approval Process**

After grants are received the IBW PTA will review and discuss each grant. The PTA has a finite budget each year for grants, therefore some grants will be declined. The PTA will vote on your grant based on the cost and project justification. After the voting process is complete the PTA will contact you to let you know if your grant was approved or declined.

This application is for a one time grant. Grants do not automatically renew for ongoing costs or

subscriptions. If your project has multi-year costs, you will be required to apply for a new grant each academic year. Approved grants will not be funded until a reimbursement request and/or invoice have been provided to the IBW High School PTA.

Email idabwellspta@gmail.com with questions.