

**Prospect High School Parent-Teacher-Student Association
(PHS-PTSA)
Teacher "Mini-Grant" Application for 2016-2017**

DEADLINE FOR SUBMISSION: FRIDAY, DECEMBER 16, 2016

Prospect High School PTSA sets aside a portion of its annual budget to fund teacher requests or "mini-grants" for purchase of classroom equipment or items needed to improve the educational environment for teachers and students. These funds help to supplement district and school-site funding. These "mini-grants" are for one-time funding annually. Additional funding for the same or similar requests need to be resubmitted for each calendar year. Requests are reviewed and voted on by PTSA board members, the school principal, and parents/students/teachers attending the meeting.

Please include the following information in order for the request to be fairly evaluated:

Teacher name:

Department:

Email address and extension:

Total dollar amount up to \$250 per request (including any applicable tax):

Specific teacher use or departmental use:

Number of teachers to benefit from this request (if departmental use):

Annual frequency of use of item(s) requested:

Number of students to benefit from this request:

Purpose of request (in 150 words or less):