

**Liberty High School PTSA
Enrichment Grant Application
Enrichment Grant Requests Accepted until May 1, 2017**

Submit your application via email (just download the Word file and fill in the blanks.) Send inquiries and/or finished applications to grants@libertyhighptsa.com.

Grant requests will be reviewed at the next scheduled Board or General Membership meeting. Meetings occur monthly from September through May.

ALSO: Please print a copy of your final request and put it in Sean Martin's box. He must sign off on this application for the PTSA to consider it.

Approval by Sean Martin, Liberty High School Principal:

_____ **Date:** _____

The purpose of Liberty High PTSA Enrichment Grants is to encourage and support continuous improvement in education of students in our school. The Enrichment Committee attempts to fund as many projects as our fundraising efforts will allow. Please let us know if you have found other funding.

PLEASE complete the following information:

Name of Applicant:

Are you a member of the PTSA?:

Grade/subject (that applies to the grant request):

Phone and Email:

Cash Grant Request Amount: \$

(Please include tax and shipping in your total amount. Tax is required for all school purchases even if the vendor does not require you to pay it. Grant will be awarded for a specific dollar amount and cannot be adjusted later if this is forgotten).

What other organizations are you applying to for additional funding:

Project Summary *(Provide a three-line summary describing how the cash funds requested will be used.)*

Project Goals/Benefits/Success *(What are the goals of this project? What activities will this project benefit? How will you measure the success of this project?)*

Project Timeline *(How long will this project take? How long will it last?)*

Project Detail *(Provide a description how the cash funds requested will be used, what part of the student population will benefit and how this project will encourage continuous improvement in education in our school. Do not exceed one page of 12-pt type.)*

Expense Detail *(Provide a complete, thoroughly researched and documented budget. Please include all sources of income exclusive of the Liberty High PTSA (Boosters, ASB, ISF, District Resources, other). You may include photocopies of catalog pages, Internet sites or flyers. **Please be sure to include shipping/handling charges and tax in your budget.** Washington State requires **tax on all orders** for schools – regardless of tax assessed by the seller)*

We encourage you to submit one or more requests. At this time our budget is limited, but if the committee receives a request and wishes to support it, we may ask our membership for additional donations or look into grant possibilities.

Thank you for being a dedicated staff at Liberty!

Expenses – Budget:

Provide a complete, thoroughly researched and documented budget.

Description of Item(s)

- 1.
- 2.

Amount

X QTY

Taxes (if applicable)

Shipping

TOTAL REQUESTED AMOUNT: