

# Rock Creek Valley Elementary PTA

## Teacher & Staff Grant Request Form

The Rock Creek Valley Elementary PTA Teacher and Staff Grant Program supports student learning by funding unique or innovative programs or resources, collaborations between teachers, instructional materials, and more, provided that the request directly benefits students and is not already funded by the school budget.

If you would like to request PTA funding, please complete the form below and submit it to the PTA mailbox in the main office. Submitted requests will be discussed at the next regularly scheduled PTA meeting (typically occurring the first Tuesday of each month). If you have any questions or need expedited approval, please contact the PTA board at [rcvptapresident@gmail.com](mailto:rcvptapresident@gmail.com). We look forward to working with you!

**Project Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Requestor Name(s):** \_\_\_\_\_

**Contact Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Total Funding Requested:** \_\_\_\_\_ **Department/Grade:** \_\_\_\_\_

**Approximate number of students impacted:** \_\_\_\_\_

**What are you going to purchase or do with the grant money?**

**How will this benefit students?**

**Will this provide a long-term benefit to the school and/or students? If so, how?**

**Principal Signature/Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

***For PTA Use Only***

**General PTA Membership Vote Date:** \_\_\_\_\_ **Approved** or **Rejected** (*circle one*)

**Comments:** \_\_\_\_\_

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