



H.B. du Pont PTA Academic Club Grant Application
School Year 2020 - 2021

1. Name of Teacher/Grade/Department: _____

2. Name of Academic Club: _____

3. Item(s) Requested: _____

4. Amount of Request: \$_____

5. How will the requested items enhance your instruction and/or support student learning?

6. Number of students benefiting from the grant:

7. Attach a copy of cost estimate(s)

8. Application should be returned to HB PTA mailbox in the office. See attached guidelines.

If you have any questions, contact Ann Pollock at ampollock75@gmail.com.

Principal Approval: YES NO Date: ___/___/___ Signature: _____

HB PTA Approval: YES NO Date: ___/___/___ Amount: \$_____

Signature on behalf of the Executive Board: _____



September 24th, 2020

Dear H.B. du Pont Academic Club Advisor:

This year, the HB PTA approved “Academic Club Support Grants” to our annual budget. We are offering grants of up to \$175 each, with an overall budget of \$700, to support your efforts in advising one of these academic clubs. We are continuing this program to thank teachers for going above and beyond in organizing and overseeing our students’ participation in these programs. Eligible clubs include but not limited to: Yearbook, Honor Society, Math League, Science Olympiad, Art Club, Lego League Robotics, Odyssey of the Mind, TSA, FCCLA, and BPA.

The Academic Club grants can be used to support team expenses such as competition registration, team t-shirts, and travel to competitions. Please outline your proposed use for a \$175 grant. If you have questions please contact Ann Pollock at ampollock75@gmail.com.

Grant applications for the first round of funding must be submitted no later than **November 16, 2020**. Decisions will be made by **November 20, 2020**. The spring round of Academic Club Support Grants will be due **March 8, 2021**, with decisions made by **March 12, 2021**.

H.B. DuPont Middle School PTA

Academic Club Grant Application Guidelines

1. Grants are available from the HB PTA in amounts up to **\$175.00** for reimbursement of expenses not covered by the district, building funds or HB’s budget in the current year.
2. The review committee will focus on supporting academic clubs that further the educational experience of the students and the mission and educational objectives of H.B. du Pont Middle School. This review committee is the current H.B. PTA Executive Board.
3. The teacher/administrator/support staff seeking a grant should complete an application and provide any additional information that will assist the review committee in understanding the grant request. Multiple quotes or estimates should be obtained and provided to the committee in order to ensure economical spending.
4. Principal approval is required prior to submission to the PTA.
5. The review committee meets ongoing to review applications. Grant approvals will be given in writing.
6. Once approved, the requester will need to arrange for purchase of the item(s) or service that is approved. Payment is by a check request to the HB PTA Treasurer for direct payment to the vendor or from purchasing by the teacher/administrator with subsequent reimbursement from the HB PTA. Appropriate receipts, estimates or proposals must be included with the request for payment or reimbursement.