

**Mountain Elementary****Los Alamos, New Mexico****PTA Educational Grant Request**Mountain PTA Educational Grant Policy:

The approved PTA Budget authorizes money for Educational Grants to teachers, staff, students and Mountain parents. Grants must be approved prior to reimbursement request. Most grants must be approved at a regular PTA meeting, so please keep this timing in mind. Grant requests in excess of \$500 will require an amendment to the annual budget and will need to be approved by the PTA general membership.

**Project Title:** Flocabulary**Requester:** Mary Alice Hawkins**Which students will the project benefit?** All students at Mountain - 236 for sure as teachers have shown a commitment to using Flocabulary.**Amount Not to Exceed: \$** 2500.00**Please provide the following information:**

- 1) Will this project solve an existing problem or meet a need for students that is not currently being met?
- 2) How will the project work? If possible, please include an approximate timetable.
- 3) Please give an itemized list of expenses. Has funding been sought from any other source? Please explain.
- 4) Other information that might help the grant committee in considering this request.

Amount of Grant Authorization:	
Date of authorization:	
Amount reimbursed:	
Date of reimbursement:	

**Grant approvals will expire on June 30. If receipts are not submitted by this date, grants will have to be resubmitted for next year.**

Updated: 8/22/12 kld