

**WOODLAND ELEMENTARY MINI GRANT INFORMATION**

Dear Woodland Elementary Faculty & Staff,

We hope you had a wonderful summer. It is with great pleasure that the Home & School Association warmly welcomes both new and returning faculty and staff to Woodland Elementary for the 2020-2021 school year! We understand that this school year will look different than most, but together, we will continue to make the best of a challenging situation and support our students.

**As a member of the Woodland staff, please know that you may apply for mini-grants of up to $500**. Grants will be awarded three times per year, for up to $1,000 per submission period. In addition, $500 in grant money will be awarded for building improvements throughout the year. We hope you will take advantage of this program and apply for grants to enhance the educational experience, outside of supplies you might normally obtain through the district.

Steps to apply for a mini-grant:

1. Come up with an idea: materials for a special project, supplemental learning tools you cannot obtain through the district, or some other enhancement to your classroom learning environment. It doesn’t have to be big- it could be in the $25-$50 range, or could be as large as $500. **Please note that applications for durable materials that enhance the curriculum or learning environment are more likely to be granted**.
2. Apply for the grant: Use the attached application to apply for your grant. Deadlines are October 1, January 1, and April 1. Grant requests will be discussed and voted on by the Home & School Executive Board during the Home & School meeting following the submission deadline.
3. If you are approved for your item(s), you will be informed by the Home & School Treasurer. At that point you may purchase your item(s) and submit your receipt(s) or invoice(s) to the Home & School Treasurer for reimbursement.
4. Enjoy your new materials!

Note: Because of a limited budget, not all grant applications will be approved, so please wait to hear from Home & School before making any purchases.

Please contact Mary Fitzgerald, Woodland H&S President at [woodlandhspresident@gmail.com](mailto:woodlandhspresident@gmail.com), or Ritika Rustagi, Woodland H&S Treasurer at [woodlandtreasurer4@gmail.com](mailto:woodlandtreasurer4@gmail.com), with any questions.

Sincerely,

**Woodland Home & School Association**

President - Mary Fitzgerald

Vice President - Agata Dajewski

Treasurer – Ritika Rustagi

Corresponding Secretary – Kelleigh Parker

Recording Secretary - Gina Stover



**WOODLAND ELEMENTARY MINI GRANT APPLICATION**

Grants will be awarded up to $1,000 per submission period and an additional $500 in grant money per year for a facility improvement.

Please indicate: \_\_\_\_\_ This is a standard mini-grant application

\_\_\_\_\_ This is an application for a facility/building improvement

Submission Period: \_\_\_\_\_ October 1 \_\_\_\_\_ January 1 \_\_\_\_\_ April 1

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grade Level/Class/Group involved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount Requested: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Be sure to include any taxes or shipping costs)

How will the mini-grant funds be used? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How will the funds enhance the curriculum? (if applicable) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please email your application to the Woodland H&S Treasurer at** [woodlandtreasurer4@gmail.com](mailto:woodlandtreasurer4@gmail.com) **after obtaining Principal’s signature.**

Principal’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Home and School Use Only:**

\_\_\_\_\_Grant Awarded: Fully Funded \_\_\_\_\_Grant Awarded: Partial Funding \_\_\_\_\_Grant Not Awarded at this Time

Treasurer’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_