



GUIDELINES FOR PTA TEACHER GRANTS FOR THE 2023-2024 SCHOOL YEAR

The DeWitt Elementary PTA is a school-supported organization that is held accountable to the parents and the community for the responsible expenditure of their money. Money has been set aside to provide grants to elementary education professionals (PreK-5th grade) to enhance school curriculum and provide creative, unique experiences for the students. The grant requirements include:

1. A formal and complete request to the PTA Board must include how the money will be used and how it will directly benefit students;
2. 2023-2024 deadline: **Sunday, February 3rd, 2024;**
3. Teachers may receive grant money only once per academic year, but may apply more than once per year if the first request is denied;
4. Monies are to be used during the current academic year if applicable;
5. The teacher must provide a purchase order, invoice or other proof of cost before funds can be dispersed;
6. Requests for technology must be approved through the DPS Technology Department to ensure compatibility with district equipment and may be subject to a dollar amount limit;
7. Requests must be reviewed and approved by building Principals to ensure the request complies with curriculum and technology requirements.

Requests are reviewed by the Teacher Grant Committee and forwarded to the DeWitt Elementary PTA Board for final approval. Grant requests will be discussed at every 2024 PTA Board meeting after application is filed. The final decision will be communicated to the teachers via email.

What are appropriate uses of PTA funds?

1. Funds should benefit the children of the school.
2. Funds should be used to enhance and support the curriculum. It is the fiscal responsibility of the school system to provide for the curriculum and infrastructure needs of the students.
3. Funds should be used to promote student-oriented programs and further education that benefits the health, safety, education and welfare of children.
4. Approved uses of funds should follow the mission and purposes of the PTA.

PTA's mission, vision and historical goals are as follows:

- *To promote the welfare of the children and youth in home, school, community and place of worship;*
- *To raise the standards of home life;*
- *To secure adequate laws for the care and protection and children and youth;*
- *To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth;*
- *To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.*