

**2023-2024 Delaware Military Academy PTA  
Mini-Grant Request Form**



**Guidelines:**

1. Grants should be for resources that enhance classrooms, curriculums, or the general overall school environment.
2. Grants should be for resources that cannot be obtained through other funding.
3. Grants should be for the benefit of the most students.
4. Grants are generally limited to no more than \$150. Consideration will be given to special circumstances.
5. Grant application deadline is May 1<sup>st</sup>.
6. Grants must be used within the same school year in which they are approved. If ordering items, invoices/bills must be provided by May 30<sup>th</sup> to DMA PTA Treasurer – Renee Hafer (rhafer@myneil.com).
7. Grants funds not expended will revert to the PTA general fund.
8. Grants cannot be used for any type of food purchase.
9. Grants cannot be used for buses or other transportation.
10. Grant requests will be reviewed by the DMA PTA Treasurer with input from the Executive Board.

**Form:**

1. Name of Person/Team: \_\_\_\_\_
2. Item(s) Requested: \_\_\_\_\_
3. Amount Requested (\$): \_\_\_\_\_
4. Reason for Request: \_\_\_\_\_

5. Relevancy to Curriculum: \_\_\_\_\_

6. Number of Students that will benefit? \_\_\_\_\_

7. Was this item funded or requested last year? (circle one)                      YES                      NO

8. Forms must be returned to the PTA Mailbox by May 1<sup>st</sup>. ***Mini-grant applications may not be considered after the due date.***

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**DMA PTA Executive Board Approval:**

Approved: (circle one)              YES              NO              Date: \_\_\_\_\_              Amount (\$): \_\_\_\_\_

**Treasurer Approval:**

Approved: (circle one)              YES              NO              Date: \_\_\_\_\_              Amount (\$): \_\_\_\_\_