



FROST MIDDLE SCHOOL PTA Spring Grant Application

Robert Frost Middle School

PTA

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4101 Pickett Road • Fairfax, Virginia 22032 • 703-426-5700 • www.frostmspta.org

January 6, 2020

Dear Faculty and Staff Members,

With the generous support of Frost families and the community, **the PTA Spring Grants Program is again pleased to invite teachers, staff and parents with current PTA membership** to submit Grant Applications. Please note Grant funds should be spent in this school year, following this schedule:

<u>Friday, February 28, 5:00PM</u>	Spring Grant application submission deadline
<u>Wednesday March 11</u>	PTA Meeting where members vote on Grant Applications
<u>Week of March 16</u>	Applicants notified of decision
<u>Friday, May 29</u>	Deadline for Grant recipients to submit (i) requests for reimbursement/payment** and (ii) a brief evaluation report (<i>**reimbursements must be submitted by this deadline for payment to be disbursed before the end of the school year.</i>)

In general, PTA Grants will be used for items that cannot be funded through the school's budget. The Grant Committee will review applications and present recommendations to the PTA general membership for voting. In its review, the Committee considers the following factors:

- The degree of direct relationship to the students program of study.
- The number of students' (whole student body or a sub-set) that the proposal benefits.
- The extent of impact on our students' education and/or enrichment of their middle school experience.
- The sustainability of the project (single use or multi-year, multi-purpose).
- The alignment with Frost's goals of celebrating creativity, diversity, service, academic excellence, and critical thinking.

Past Frost programs funded through Grants include:

- Computer Solutions Coding & Innovative Technologies Board Games, reinforcing concepts students have learned
- Mobile shelving for the library's ever-expanding graphic novel collection
- Staff Appreciation Superstar of the Month to nurture Frost's positive work environment
- Annual Frost Spelling Bee Competition
- 7th Grade Life Science Under the Sea Classroom Presentation: "Chesapeake Critters" in-house school field trip
- 8th Grade Engineering Outdoor Classroom and Garden
- PBIS – Positivity Project Student Celebrations and Recognition
- Inaugural Frost Debate Club League
- Summer Literacy Program
- Sewing Machine Maintenance

We encourage all teachers and staff to submit applications! Questions? Please let Kathy Hughes, Frost PTA VP.

Sincerely,

LaTisha Elcock

LaTisha Elcock
President, Frost PTA 2019-2020
president@frostmspta.org
292-903-4267

Kathy Hughes

Kathy Hughes
VP, Frost PTA 2019-2020
vicepres@frostmspta.org
703-424-3509

Attachment: Spring 2020 Grant Application



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Please submit the completed Spring Grant Application **by 5pm on Friday, February 28**, either:

- a) In hard copy and deliver it to Kathy Hughes, Frost PTA VP, in the PTA mailbox, or
- b) In electronic form (form is also downloadable from the PTA website) and email it to Kathy Hughes, Frost PTA VP, at vicepres@frostmspta.org. (Please also contact Kathy with any questions)

By submitting this Grant Proposal, I confirm and understand that

- I am a 2019-2020 PTA member in good standing;
- Any items purchased with PTA funds for this project become the property of Frost Middle School and I will contact the PTA Secretary for tags;
- Grant funds must be spent as stated in the proposal, and any applicable reimbursement requested, by Friday, May 29.
- Grant funds may not be used towards incentives for the administrators of the program/project;
- I will provide a short project report to the PTA by Friday, May 29

Name:	Email Address:	Daytime telephone number:
Project Title:		
Project Description (purpose, what will be done, timeline for implementation, desired outcome, and measure/s of success):		
Describe the existing problem/s or unmet students' need/s that this project will address:		
Approximate number of students / faculty who will benefit from this project:		
In what ways will students/faculty continue to benefit from this project in subsequent school years?		
Amount of funding requested and basis for this amount:		
If funding is needed in subsequent years to sustain the benefit, how much would it be and what is the basis for the estimate?		
Has funding for this project been sought from any other source or previously from the PTA? If so, please provide the date of the request and the amount awarded.		
What additional PTA support (i.e., other than funding) is needed to implement this project successfully?		