

PTF Grants Application

ABOUT PTF GRANTS

The Blanchard PTF offers an opportunity to obtain funds for projects that enrich the learning environment for the Blanchard School community. These funds will be awarded as PTF grants in response to written proposals. Proposals may be submitted for any educational purpose, such as enrichment activities in the classrooms (as opposed to core curriculum, which is funded by state and local resources), special equipment or supplies not funded by the school operating budget, or professional development. Of particular interest are projects with potential long-term impact, projects that will benefit a large number of students, and inter-classroom, interdisciplinary, and multi-teacher projects. Blanchard PTF grants are not intended to replace existing school funding, nor are they intended to be used as the sole source of funding for ongoing projects. Items funded by PTF Grants will become property of Blanchard Memorial School. If materials or equipment are purchased, the PTF is not responsible for maintaining or replacing these items.

PTF GRANTS APPLICATION PROCESS

When writing your grant proposal, please follow the **application checklist** attached to this document. It is imperative that each point be clearly addressed in your application. Please use the convenient check off boxes to the left of each item on the checklist to make sure nothing is omitted. Grants requested retroactively will not be considered. Please submit **eight** copies of your grant proposal to the PTF mailbox in the main office by 3:00 p.m. on the due date. **Proposals will be due on the following dates: October 20, 2011; January 19, 2012; and April 5, 2012.**

PTF GRANTS -- TECHNOLOGY REQUESTS****

Before submitting an application for technology or equipment, we ask that you complete the attached Technology request form and have it signed by both Dr. Bates and the Technology Department to insure that: (1) the request is not already accounted for in the operational or technology budgets; (2) the request is in line with the administration's technology, operational and curriculum plans; and (3) the request is compatible with existing technology at the school.

PTF GRANTS REVIEW PROCESS

The Grants Committee will review all proposals and notify all applicants in writing within 30 days of proposal deadline. The 2011-2012 Grants Committee is comprised of two Blanchard staff members – TBD; three Blanchard parents – TBD; and two Blanchard PTF Board members – Christie Smith and Sharon Coverdale, all of whom are serving a one-year term.

If you have questions about the application process, please contact **Christie Smith** at christiesmith5@gmail.com or **978-263-4153**. **Thank you.**

**Blanchard PTF Grants Committee
Equipment and Technology Request Form**

In an effort to coordinate PTF grants with the School and the Administration's overall operational and technology budgets and plans, we ask that you submit this completed form with your application for if you are applying for funds for either equipment or technology to be used at the School. If your application does not cover equipment or technology, there is no need to complete this form.

Thank you for your assistance.

Name of PTF Grant

Applicant: _____

Date of PTF Grant

Application: _____

Description of PTF Grant

Application: _____

This Application has been submitted to Dr. Bates and the Technology Department to insure that: (1) the request is not already accounted for in the operational or technology budgets; (2) the request is in line with the administration's technology, operational and curriculum plans; and (3) the request is compatible with existing technology at the school.

Signed by:

Dr. Curtis Bates

Blanchard Technology Department

Date: _____

Date: _____