

# 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, please check with Dr. Bates and the Technology Department to make sure 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](mailto:christiesmith5@gmail.com) or **978-263-4153**.

**Thank you.**