PFA GRANT INFORMATION 2018-19

TO: Department heads, faculty advisors, and staff

FROM: WHS PFA Grants Team

DATE: September 2018

Each year the WHS Parent Faculty Association is pleased to offer supplementary financial assistance to departments, clubs and organizations. Last year, through family contributions to the PFA, we raised and distributed over $13,000, funding 20 grants.

Any requests for **furniture, technology or curriculum** and **requests over $250** will be reviewed with the District to ensure that the purchase is consistent with District policy and goals and to ensure equity across the District. **All items purchased through the WHS PFA Grants Program shall be the property of Winchester Public Schools.**

If your program has a need or you have a project that requires financial assistance, please fill out the request form below and place it in the PFA mailbox in the main office or email to whspfagrants@gmail.com by Tuesday, October 9. Grants may also be submitted via Google Forms at https://goo.gl/forms/PxIDKHlfMtfdKvo93.

Priority will be given to requests submitted on time. After reviewing all requests with PFA board members and WHS administrators, a proposed slate of grants will be presented for approval by the membership. If you have questions, please contact Maura Sullivan at whspfagrants@gmail.com.

Request for Financial Assistance from the WHS PFA

Program or need: _____

Name of Advisor/Staff:_____

Contact information for Advisor/Staff: _____

Number of students involved: _____

Amount requested: _____ (Please attach cost documentation or details if possible)

Is the grant related to furniture, technology or curriculum? _____

Have you sought other funding, (i.e. WFEE or “In-district technology grant”)? _____ If yes, from where? _____

Describe briefly the project, activity, or item for which you are requesting the money. Please feel free to write beyond the scope of this form.

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