

## **PORTAGE NORTHERN PARENTS Financial Grant Request**

Grant requests are due by the 20th of the month, reviewed by the PNP Executive Committee (generally on the first Monday of the following month) and then put to a vote by the membership at the next regular PNP meeting (generally the second Wednesday of the following month). Financial Grant Requests can be submitted via the PNP mailbox in the PNHS office.

Name or Organization: \_\_\_\_\_

Check one: \_\_\_ Student \_\_\_ Faculty \_\_\_ Administrator \_\_\_ Other \_\_\_\_\_

Contact person: \_\_\_\_\_ Advisor: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Email: \_\_\_\_\_

Amount requested: \_\_\_\_\_

The following information should be submitted along with this request for funds:

1. Please describe what the money will be used for, including the following information:

Describe your funding request and relate it to educational or personal/professional goals. Discuss educational benefits derived from the receipt of funds. Include information about the number of students and/or staff impacted by the project.

Describe how the results of your project will be evaluated and how the results will be shared with others.

Provide the date results will be presented to PNP (results should include educational benefits attained, positive and negative affects of the project, number of students/staff impacted, and / or other pertinent information.) If results will not be communicated within four weeks of project conclusion, state the reasons why.

2. Attach at least one letter of support for your project. Students should include a letter from a principal, teacher or administrator. Faculty members should include a letter of support from a building administrator or team leader.
3. This program is intended to distribute one-time grants. Have you or your group received a PNP grant before? If so, please describe the circumstances.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Note: If you have any questions, please contact the PNP President or Treasurer. This contact info can be found on the PNHS website, Parent Page.