



Williamson Central PTSA

Grant Program Guidelines

Purpose: To promote the Mission and Purpose for the National/New York PTA by awarding grants for programs and events at each school that provide learning experiences for our students when funds are not otherwise available.

Grants: The funds will be allocated by the PTSA Board as part of the annual budget for the school year. The amount of these funds will be reflected in the Williamson PTSA Budget at the beginning of each school year. Awarding all grant money will not be required if there are no proposals turned in or if the Grant Committee judges none worthwhile. Any grant money left over and not rewarded will revert to the PTSA general fund for allocation at the end of the year. Funds can be eliminated or reduced through budget action of the PTSA Board.

Grant Committee: The Williamson Central PTSA Grant Committee will consist of the Williamson Central PTSA Board Treasurer and a committee chairperson from the Williamson Central PTSA Executive Board and at least two members from the Williamson Central PTSA. The Committee's function will be to provide necessary information to the Executive Board and unit members and to consider applications made for disbursement of funds. The Committee will also make recommendations to the Executive Board for their consideration.

Program Guidelines: The request for assistance must be made by the Principal of his/her school, with assistance of their respective PTSA Building Representative (except in the case where a building rep. has not been appointed). Grant applications are available on the PTSA web page. The funds will be granted for the purpose of student education and/or enrichment that support the mission and purpose of the National and NYS PTA (see reverse side). Funds being requested are not to be used for reimbursement of a previous activity, or activities/programs that have been "cut" from the school budget.

The grant recipient will be expected to:

- Complete the grant application. (with the building principals approval/signature)
- Provide feedback on experiences to the Williamson Central PTSA unit at the next meeting following the event.

Procedures: A Williamson Central School Principal may request an application for a grant from the Williamson Central PTSA, through their appointed PTSA Building Representative (if applicable), or by printing the guidelines and application from the PTSA Webpage . The application should be completed, signed and returned to the Williamson Central PTSA Treasurer, who will notify the Grant Committee and the Unit President of said request.

The Grant Committee will acknowledge receipt of the application via an email to the building Principal. The application(s) will be reviewed by the Grant Committee and presented to the Executive Board and General Membership, for their recommendation for final approval or denial within 15 days of when the application has been received by the treasurer. In the event that a general membership meeting does not occur within the 15 day time frame, a vote will be presented to the Executive Board and General Membership via email. All decisions for disbursement of funds will be granted or denied according to need and the grant programs criteria. The amount of funds awarded will be determined by the application, the funds available, and the unit's specific financial needs.

Following the approval of the yearly PTSA budget by the members of the unit, a letter will be written and presented to the District Superintendent and the Williamson Central Board of Education for a resolution that officially accepts the approved/budgeted Grant money for each school each year.

Adopted on: August 14, 2012

*This form and process is subject to change upon review by the Williamson Central PTSA.



PTA Purposes

- To promote the welfare of children and youth in home, school, community, and place of worship.
- To raise the standards of home life.
- To secure adequate laws for the care and protection of children and youth. To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth.
- To develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

Vision Statement

Making every child's potential a reality by establishing the New York State Congress of Parents and Teachers, Inc. (NYS PTA) as the premier association for parent involvement and advocacy for all children.

Mission Statement

PTA is

- A powerful voice for all children,
- A relevant resource for families and communities, and
- A strong advocate for the education and well-being of every child.

Beliefs

- Every child deserves to have his/her basic needs met.
- Every child deserves an education designed to meet the child's needs.
- Public education is the appropriate forum to prepare children for participation in a democratic society.
- Every child deserves our continued commitment to advocacy.
- PTA will take the lead in parent involvement by training parents to be partners in education.
- PTA will take the lead in promoting the value of parent involvement with the community and educational partners.
- We are responsible for identifying, understanding, and meeting the needs of our diverse membership.
- Educators are integral part of our association.
- Education and leadership training and self-evaluation are essential at all levels.
- Programs and materials should be provided to enhance parenting skills.
- Challenging oneself leads to growth.

Williamson Central PTSA 2013-2014 Grant Application

Applicant Name: _____

PTSA Building Rep. (if applicable) _____

Building for which monies are requested: _____

Describe the sole and express purpose of the event and/or program for which you are requesting funds: _____

Who will benefit from the event/program? (i.e. entire student body, or grade levels)

Dollar Amount Requested: _____

Applicant Signature

Date

Principals Signature

Date

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**PTSA USE ONLY:**

*Date Application was received:* \_\_\_\_\_ *By Whom:* \_\_\_\_\_

*Date Application was presented to Board & Members:* \_\_\_\_\_

*Approved:* \_\_\_\_ *Denied:* \_\_\_\_ *By Williamson Central PTSA on* \_\_\_\_\_

*Date Grant Agreement was completed with all signatures:* \_\_\_\_\_

*Date of Williamson BOE Acceptance* \_\_\_\_\_

*Provide feedback to the PTSA by:* \_\_\_\_\_

**New York State**

**PTA** *everychild. onevoice.*<sup>®</sup>



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