



Highland Park PTA Grant Request Form

Please fill out this form, attach any additional documentation, and place the paperwork in the PTA mailbox. If the amount requested is less than \$100, the grant committee will review your request and contact you with further details. If the amount requested is greater than \$100, Highland Park PTA asks that you attend a scheduled PTA Meeting and present your request in person. PTA meeting dates are attached to this document. Contact the HPE PTA at hpepta@gmail.com to be added to the agenda.

Date Funding Needed:		Amount Requested:	
Application Date:		Grant Purpose:	
Main Applicant:		Position:	
		Email Address:	
Additional Applicant(s):		Position:	
		Email Address:	
Additional Applicant(s):		Position:	
		Email Address:	

Who will this grant benefit? (check one):	
<input type="checkbox"/> Classroom	<input type="checkbox"/> Staff
<input type="checkbox"/> Grade Level	<input type="checkbox"/> Other (explain):
<input type="checkbox"/> All Students	

Type of request (check one):	
<input type="checkbox"/> Building	<input type="checkbox"/> Technology
<input type="checkbox"/> Classroom	<input type="checkbox"/> Other (explain)
<input type="checkbox"/> Specials	

Proposal Summary - In 100 words or less summarize the purpose of this request.

What are the needs or problems to be addressed by this project? Why is this issue important?

Who will be served by this grant (describe) and how many will be served?

What are your project goals?

Additional Comments:

Please attach a budget or line item list of requested funds for your project as well as any other additional supporting documentation.

2023-2024
HPE PTA Meeting Schedule

Meeting Time: 6:00PM
Meeting Location: HPE Library

September 12 th
October 10 th
November 14 th *
*this meeting will be held at the Skate Night
January 9 th
February 13 th
March 12 th
April 9 th
May 14 th