

# IH PTSA GRANT GUIDELINES

The Issaquah High PTSA's mission is to expand educational opportunities and enhance the learning and social environment at IHS through programs, volunteers, advocacy, and financial support.

**GRANT CRITERIA:** IH PTSA will consider any item, program, or activity that supports our mission. Grant applications may be submitted by teachers, staff, students, or parents. The Grants Committee will review applications meeting the following minimum criteria:

- Does it foster student learning?
- Will it have a long-term impact?
- Does it strengthen our school community?
- Does it reach a large number of students? And/or target an underserved population?
- Is the PTSA Grant the most appropriate funding source?

**Please note:** IH PTSA focuses on academics, classroom support, and social-emotional enhancements while Boosters focuses on extra-curricular enrichment and clubs. Also, consider department and building funds and the Issaquah Schools Foundation. IH PTSA will *not* fund transportation, salaries, or previous expenditures. Preference may be given to those people or departments that have not received grants recently. One-time only expenditure, rather than repeat or annual funding needs, please.

## APPLICATION PROCESS:

- 1) Complete and submit your Grant Application (available on IH PTSA website) by the deadline.
- 2) Grant Committee reviews the applications and determines which grants to present to PTSA membership.
- 3) Selected grant requests are presented and voted on at the PTSA General Membership Meeting (GMM).
- 4) If approved, PTSA Treasurer will provide the check to grant recipient, upon receipt of appropriate invoices or purchase orders.
- 5) Recipients must provide a program update to PTSA after implementation of grant.

## TIMELINE:

Grant Application Deadline:	IH PTSA GMM Vote:
<b>FALL:</b> October 13, 2023	November 17, 2023
<b>WINTER:</b> January 12, 2024	February 9, 2024
<b>SPRING:</b> April 19, 2024	May 17, 2024

Questions? Contact Cristine Varzali,  
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[www.issaquahhighptsa.org](http://www.issaquahhighptsa.org)

