



Sierra Elementary PTA 2025-2026 Grant Request Form

To Complete Form Online:



Name of Person Making Request: _____

Date: _____ Email: _____

Grant Details

Select a Grant for Application:

- ☐ **Teacher Supply Grant - (\$100 per classroom; \$1,500 available - first come, first served)**
These funds may be used to compensate teachers for supplies purchased for their classrooms out of their personal funds. The funds are limited to \$100 per classroom.
- ☐ **Teacher Grants - (\$1,000 available - first come, first served basis)**
These funds may be used for any item(s) a teacher needs to run their classroom. Each request must be submitted by the teacher and approved by the PTA Board.
- ☐ **Teacher Education Grants - (\$200 per year; \$2,000 available - first come, first served basis)**
These funds may be used by Sierra teachers for continuing education. If the teacher/staff member would like to take college level classes for personal development, their reimbursement is limited to \$200 per year. These funds must be approved by the PTA Board.
- ☐ **Extra Curricular Enrichment Learning ("EXCEL") Grants - (Whole School \$2,000, grade level \$500, AMP and Challenge Class \$250 each; \$6,000 available - first come, first served basis)**
These funds may be used to provide enrichment opportunities for students. They can be used for field trips or programs brought into the school. The funds are eligible as follows: \$2,000 for a program that benefits the entire school, \$500 for a program that benefits the grade level, and \$250 each for programs that benefit Art, Music, PE, and Challenge. Any funds remaining in this account on March 1st are no longer subject to these dollar restrictions. These funds must be approved by the PTA Board.
- ☐ **Staff Gifts (\$300 available - first come, first served basis)**
These funds may be used to provide gifts to teachers and staff at significant life events including, but not limited to, birth, adoption, wedding, death, or retirement. Each gift requires approval by the Board.
- ☐ **Student Grants (\$1,000 available - first come, first served basis)**
These funds may be used to cover school fees or field trip fees for any student who needs assistance. If the request is under \$100, these funds may be approved by the Treasurer and the check co-signer at the request of Sierra staff. The recipient will remain anonymous.

Who would benefit from this grant (an individual, class, grade level, whole school, etc.):

Description of Grant Request:

For grants requesting **SUPPLIES**, please provide a brief description of supplies needed and how they would be used.

For grants requesting funding for a **PROGRAM**, provide a brief description of the program, the sponsoring organization and the date of the program.

Check Details

Make Check Payable To: _____

Amount of Check: _____ **Date Check is Needed:** _____

Name of School Mailbox or Full Mailing Address for Check Delivery: _____

Submit this form, along with all supporting documentation (receipts, invoices, etc.) to the Treasurer mailbox or to Treasurer@SierraPTAArvada.org

For Board Use Only - Approvals & Budget Account

Date of Board Approval (if applicable) _____

Treasurer: _____ Date: _____

President (if over \$100): _____ Date: _____

Budget Account: _____ Notes: _____

Check #: _____ Date Issued: _____