

Atlantic Beach Elementary



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Check No.: _____
Date: _____
(PTA office use only)

2021 – 2022 Teacher Grant Application

The PTA Teacher Grant Program aims to provide books, learning materials and/or classroom items for the educational enrichment of the students at ABE. We understand our dedicated teachers often dip into their own pockets, and we hope to alleviate some of this burden. National PTA rules require funds to be disbursed via direct invoice payment or receipt reimbursement only. Please see "Payment Methods" section below for more information. Please indicate your grant amount:

BASIC GRANT (must be a current member of PTA) \$125
ATTENDED A PTA FUNCTION (name of event) + \$25
VOLUNTEERED AT A PTA FUNCTION (Please circle all that apply) + \$50
Dolphin Fest Movie Night Spirit Night
PTA meeting Other: _____

You may increase your total grant amount during the year through participation at PTA events; however, additional grants cannot exceed \$175. Total grants in a school year cannot exceed \$300.

PAYMENT METHODS:

- 1. Submit an invoice for an item (i.e., weekly reader subscription) and the PTA will pay it directly. A copy of the invoice must be submitted with this form. Description: _____
2. Submit receipts for items already purchased for reimbursement. All receipts must be submitted with this form. Description: _____

Return completed forms to the "Teacher Grant" hanging file folder near the teacher mailboxes. Please allow two weeks for processing.

Teacher Name: _____

Total Grant Amount: _____ Date: _____

Signature _____