



TEACHER MINI GRANT APPLICATION 2023-24

Dear CGHS Teachers:

The Coral Gables High School PTSA is pleased to announce the Teacher Mini Grant Program for the 2023-24 school year! Projects funded by Mini Grants should aim to enhance the learning environment at CGHS. Most Mini Grants awarded by the PTSA are less than \$1,000. However, if you have a request that exceeds \$1,000, we welcome your grant submission. Applications will be accepted between November 1, 2023 and December 31, 2023. Approval will be announced no later than January 31, 2024.

- Completed applications must be submitted to the Teacher Mini Grant Chair via email at liliwarner@gmail.com
- Applications are reviewed by the Teacher Mini Grant Chair and approved by the PTSA Board.
- Teacher Mini Grants may be approved for the full amount requested, or a partial amount.
- Teachers **must** be PTSA current members to qualify for a Mini Grant. PTSA memberships can be renewed at the following link: <https://gablesptsa.memberhub.com/store/items/33013>
- Once approved, funding for approved Mini Grant projects may occur in one of two ways:
 - a) Teachers can submit a quote to the PTSA, and the PTSA will purchase the item(s)
 - b) Teachers may purchase the items themselves and receive a reimbursement up to the granted amount based upon the receipts submitted to the PTSA
- Deadline to apply is December 31, 2023

Please fill out the application below and email it to the Teacher Mini Grant Chair, Lili Warner, liliwarner@gmail.com.

Teacher's Name: _____ Room number: _____ Subject Area: _____

Email Address: _____ Phone number: _____

Amount Requested: \$ _____

Full amount needed to fund the entire project: \$ _____ Funds raised to date: \$ _____

Brief description of your project/request: _____

Length of project (if applicable): _____

Number of students affected through the project: _____

Any other information you feel is pertinent: _____
