

Gunn PTSA Teacher Grants

The Gunn High School PTSA continues the Gunn PTSA Teacher Grants for the 2016 – 2017 school year. The PTSA has financial resources to share with teachers and staff directly to promote classroom *innovation* and *creativity*. Please see the guidelines below to understand the process. The link to this information and application can also be found on the Gunn PTSA website under the Teacher Grants tab.

Amount / Use	Term	Application / Reimbursements
<p>Applications available at the below link. This document is available at gunn.paloaltopta.org; click on the “Teacher Grants” tab on the left side of the page.</p> <p>Order/payment process: work with Hindi Hipp after application is approved.</p>	<p>ONE Application Term:</p> <p>Application Window: October 6 – October 21, 2016</p> <p>Decision Notification: November 15, 2016</p>	<p>Up to \$2000 per request; larger amounts considered.</p> <p>Hardware/software requests will be considered if approved by Gunn Tech Supervisor and don’t require annual financial support.</p> <p>Funds must be used in the 2016 - 2017 school year.</p>

PTSA Teacher Grants – Up to \$2000 per request granted to teachers or staff. Grants may be awarded to teachers and staff to enhance classroom programs and support school-wide goals. Collaboration among staff members is encouraged. Grants of larger amounts will be considered. Please note that all funds need to be spent in the school year awarded. Additionally, grant requests for hardware or software will be considered if they are approved by the Gunn Tech Supervisor and do not require annual financial support.

How to Apply – Complete this checklist then fill out the application. We cannot consider applications without prior approval.

- Departmental approval from your IS
- Gunn Tech approval (needed only for hardware or software requests)
- You will spend the grant this school year

Application – The PTSA Teacher Grants Committee will review grant requests once the application window closes. All grant applicants will be notified of their status by November 15. To submit an application complete this online form: <http://goo.gl/YaxyFo>.

Ordering and Payment Process – Please work with Hindi Hipp to place your order and/or get reimbursement after your application is approved.

Thank you for teaching our students! Questions? Contact Ann Xu, Gunn PTSA EVP (ann_xu@yahoo.com)