

# **PTGO Criteria for Funding Grant Requests**

*Effective 10/21/2024 per Executive Board Vote*

## **General Information**

The RPES PTGO grant program is designed to be a flexible source of funding for products and programs that will benefit the students at River Park Elementary.

Funding for grants is determined annually in the budget and dependent upon:

- Any carryover of discretionary funds from the previous school year
- Proposed budget amounts based on expected revenues
- Overages in revenues not designated for the Long Term Discretionary Fund

Due to the unpredictability of these sources, the total amount of funding available at the start of any school year will vary. Once the funding for grants is exhausted, additional requests will be returned or placed on hold until additional funding is secured, or deferred to the next budget year.

## **Items Qualifying for Grants**

The teaching staff of RPES, PTGO Executive Board, and members of the PTGO community may submit a Grant Request through the PTGO website at <https://www.riverparkptgo.com/grant-request/>.

PTGO allocations are defined as follows:

- **Teacher Allocations:** Individual classroom or teacher funding.
- **Grade Level Allocations:** Grade level funding for field trips, this varies per grade depending on grade level needs.
- **Grant Requests (PTGO Discretionary Funding):** Grants can be requested for GRADE or SCHOOL level subscriptions/curriculum, events, supplies, furniture, decor, play structures, school improvement projects, teaching aids, etc.
- **Long Term Discretionary Funding:** Longer term, higher cost, grade or school level funding for priority needs.

## **Funding & Disbursements**

All Grant Requests will be reviewed and voted on by the Executive Board.

- The Executive Board votes whether to approve or deny all or part of the requested amount and reserves the right to place a Grant Request on hold pending additional information or clarification.
- Members can submit requests during a meeting, but the Executive Board reserves the right to defer the review depending on the given time constraints of the meeting.
- If approved, the PTGO Executive Board will make every attempt to fund the request within a timely manner after receiving an invoice or receipt.
- If the final cost exceeds the amount approved in the GRF by more than 10%, then a new grant request will need to be issued for the additional invoiced amount.