



GRANTS 101

HILLSBOROUGH COUNTY COUNCIL PTA/PTSA

HOW TO APPLY FOR NATIONAL PTA GRANTS

CHECK YOUR LOCAL UNIT COMPLIANCE

01

NEW & RETURNING
OFFICERS SUBMITTED TO
FLORIDA PTA
(DUE JULY 1ST)

02

AUDIT COMPLETED AND
SUBMITTED TO FLORIDA PTA
(DUE AUGUST 31ST)

03

990 IS COMPLETED AND
SUBMITTED TO IRS AND
FLORIDA PTA
(DUE NOVEMBER 15TH)

04

PAY DUES!!!!!!
FLORIDA PTA DUES ARE TO BE PAID
MONTHLY
HCCPTA DUES ARE PAID YEARLY BY
OCTOBER 1ST

05

BYLAWS ARE DUE
EVERY 3 YEARS TO
FLORIDA PTA

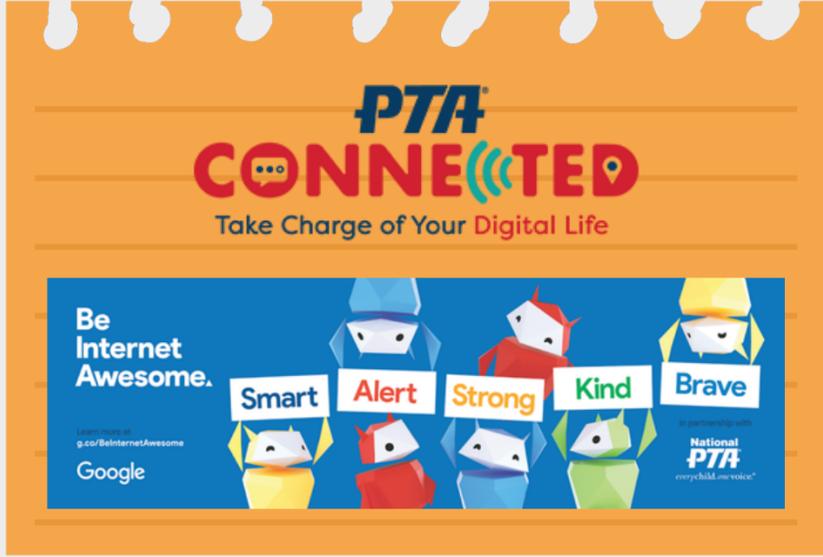
06

CHECK THAT LOCAL UNIT
INSURANCE IS CURRENT
(EVERY UNIT HAS A
DIFFERENT DATE)

REACH OUT TO COMPLIANCE@HCCPTAPTSA.ORG FOR SUPPORT



EXPLORE THE DIFFERENT PROGRAMS & GRANT OPPORTUNITIES AVAILABLE



TO LEARN MORE ABOUT ALL THE PROGRAMS [HERE!](#)

ESTABLISH BUY-IN

TALK TO YOUR ADMIN & STAFF

PROVIDE INFORMATION ON THE
PROGRAMS AVAILABLE TO DETERMINE
WHAT THE NEED IS AT YOUR SCHOOL &
HOW IT COULD ALIGN WITH THE WORK
THEY ARE DOING

ESTABLISH BUY-IN AND SUPPORT FOR
THE PROGRAM

TALK TO STUDENTS & FAMILIES

PROVIDE STUDENTS & FAMILIES
WITH INFORMATION ON THE
PROGRAMS AVAILABLE AND
SURVEY THEM ON WHAT THEY
SEE AS A NEED

MODE OF DELIVERY

LOCAL PTAS ARE ENCOURAGED TO SELECT [PTA PROGRAMS](#) AND [PROGRAM DELIVERY MODELS](#) BASED ON THE UNIQUE NEEDS OF THEIR SCHOOL COMMUNITY. FOLLOW CDC GUIDELINES AND THOSE OUTLINED BY YOUR SCHOOL LEADERSHIP. IF YOU ARE ABLE TO HOST IN-PERSON EVENTS, CONSIDER:

- HOLDING YOUR PROGRAM OUTSIDE
- HOLDING YOUR PROGRAM IN A LARGE OPEN SPACE, ALLOWING PROPER SPACING BETWEEN FAMILIES
- CLEANING SURFACES BEFORE AND AFTER PROGRAM
- OFFERING MASKS AND WIPES/HAND SANITIZER AT THE DOOR

OR, USE AN AT-HOME PROGRAM MODEL, EITHER SELF-PACED OR TECH-FREE.

EACH PROGRAM IS FLEXIBLE AND OFFERS FREE TECHNICAL ASSISTANCE LEADER-TO-LEADER LEARNING OPPORTUNITIES AND "DRAG AND DROP" MATERIALS NECESSARY FOR SUCCESS.

In-Person



Be sure to refer to current **CDC guidance** and the guidelines outlined by your school leadership to host an **In-Person** model.

At-Home



At-Home models are further divided into three **delivery methods**: *Real-Time, Self-Paced* or *Tech-Free*.

CHECK OUT THE RUBRIC

01

QUESTION 1: BARRIERS AND EQUITY: HOW DO YOU PLAN TO USE THIS GRANT FUNDING TO ADDRESS BARRIERS THAT HAVE PREVENTED YOUR PTA FROM RUNNING EFFECTIVE PROGRAMS IN THE PAST OR ANTICIPATE EXPERIENCING THIS YEAR?

03

FAMILY AND COMMUNITY ENGAGEMENT: HOW WILL YOU FULLY ENGAGE YOUR ENTIRE FAMILY-SCHOOL COMMUNITY, INCLUDING OTHER OR NEW MEMBERS OF YOUR PTA IN THE PLANNING, DESIGN, DELIVERY AND CELEBRATION OF YOUR PROGRAM?

02

COMMUNITY NEEDS: HOW WILL YOUR PTA KNOW THAT THE PROGRAM(S) YOU ARE SELECTING BELOW ARE GOING TO MEET THE DIVERSE NEEDS OF YOUR COMMUNITY THIS SCHOOL YEAR?

04

GRANT-SPECIFIC QUESTIONS: DOES THIS APPLICANT SHOW AN UNDERSTANDING OF THE SPECIFIC NATIONAL PTA PROGRAM FOR WHICH THEY ARE APPLYING?

WATCH THIS STEP-BY-STEP GUIDE TO APPLYING FOR A GRANT

The screenshot shows the National PTA website's "Grant & Award Opportunities" page. At the top, there is a navigation bar with the National PTA logo (celebrating 125 years) and buttons for "Donate", "Join", and "My Profile". A search bar and a "Sign In" button are also present. Below the navigation bar is a blue banner with the text "Grant & Award Opportunities". The main content area features a breadcrumb trail: "Home / Run Your PTA / Grant & Award Opportunities". Below this are social media sharing buttons for "Like 0", "Share", and "Tweet". The main heading is "Funding From National PTA to Support Your PTA". The text below explains that National PTA offers awards or funding to honor or support PTAs as they engage families, support student success, improve the health and safety of students and families, increase access to arts education or celebrate advocacy and diversity. It states that significant funding is available to support local efforts for students, families, and community to participate in educational activities that are engaging, inspiring, and fun. A quote from National PTA emphasizes its commitment to promoting and encouraging diversity, equity, and inclusion. To the right of the text is an image of children at a science event. Below the image is a caption: "Grant funding made this STEM+Families science event at Lakeshore Elementary, San Francisco, Calif. possible (read more examples of past grantee successes and #HowWePTA!).". At the bottom of the page, there is a section titled "Active Grants & Awards" with a sub-heading "Learn about and apply to the following opportunities:" and a link for "New! Fall 2023 Programs Grants". On the left side of the page, there is a sidebar with the heading "In This Section" and a list of links: "Run Your PTA", "Find a PTA", "Lead a PTA Virtually", "State Resource Bank", "Local Leader Kit", "PTSA Resources", "Membership Tools", "Diversity, Equity & Inclusion", and "Grant & Award Opportunities". Below the sidebar is a video thumbnail with the text "One Voice Blog".

[Please click here to view video](#)

THINGS TO REMEMBER

IF YOUR LOCAL UNIT IS AWARDED A GRANT, MAKE SURE YOU CALL A SPECIAL MEETING TO AMEND YOUR BUDGET AND NOTIFY YOUR MEMBERSHIP! CHECK YOUR BYLAWS FOR NUMBER OF DAYS NEEDED TO NOTIFY OF A SPECIAL MEETING.

YOU WILL NEED AN INCOMING AND AN OUTGOING LINE TO SPEND THE FUNDS.





DEADLINE FOR APPLICATION

OCTOBER 4, 2023

GOT QUESTIONS?

INFO@HCCPTAP TSA.ORG

