

PTA COMMUNITY  
VIENNA INTERNATIONAL SCHOOL  
1220 Vienna, Austria

29 August 2018

**PTA FUNDING PROPOSALS**  
**DEADLINE ON FRIDAY 26<sup>th</sup> OCTOBER 2018**

It is another exciting year and the new PTA Annual Grants Program draws your attention. This is a new initiative by the PTA Committee. The aim of the PTA Grants is to fund projects and activities to enhance educational programs and to help the development of the school facilities/activities that benefit our students and school community.

The Funds allocated for Grants are generally sourced from the Annual PTA Activities, which are enthusiastically supported by the community in turn enabling the PTA to support this Grants program. These can be for educational programs, events or equipment that have been identified by the school, departments or teachers as having the potential to enhance the students' learning, improvement of existing school facilities and building of new facilities, or as a contribution to school fundraising campaigns.

PTA would like to invite the Parents and Teachers to submit a hard copy and a PDF of your grant request(s) to the PTA Grant Coordinator, Rocelyn Kielnhofer or email to: [grants@ptavis.com](mailto:grants@ptavis.com). Please contact your child(ren) Class/Year Representatives.

Projects examples can be primary playground equipment, Studio/Musical Equipment, Musical Instruments, Auditorium Backdrop, Library refurbishment, and/or similar.

**Selection Criteria:** Stimulates and motivates students to learn, enhances the learning environment or student life, supports a worthwhile cause or project, Is clearly defined, includes a complete budget and Is within the PTA budget ceiling.

**Procedures:** Each application must include a proposal and a complete itemized budget and will be awarded on subject to availability of funds. All the Grants Application requests will be published later at PTA news section in order to increase awareness in the school community.

**Deadline of Submission:** Friday, 26th October 2018. After the endorsement and initial review by the PTA Committee, the selected or recommended Grants applicants will be invited to make a short presentation for Q&A prior to the Voting Process.

**Presentation:** November 2018 during PTA Monthly meetings. Exact date and time will be announced later.

PTA provides an easy channel of communication to achieve the aim of the Grants. Please contact the Grant Coordinator and/or the PTA Chairwoman for any inquiries.

Thank you,  
Rocelyn Kielnhofer  
PTA Grant Coordinator  
Email: [grants@ptavis.com](mailto:grants@ptavis.com)