

Parkland-Brookside PTA Funding Request 2003-2004

September, 2003

Money has been allocated for several activities and events in the approved PTA budget. When funding is needed for something that is not in the budget, or when proposed activities cost more than has already been allocated, a request for funding must be made.

Please fill out the form below and discuss it with either Ray Giamartino or Heather Kwit. If the request is appropriate for PTA funding, it should then be forwarded to either of the PTA Co-Presidents.

Please note that any request which exceeds \$50 constitutes a change to the PTA budget, which must be announced in the PTA agenda and voted on at a PTA meeting. If the current PTA budget does not include any funding for this activity or event, please indicate where the money should be taken from.

Name of Requestor: _____ Date of Request: _____

Amount Needed: _____ Date Needed: _____

Grade level(s) that benefit: _____ Number of students who benefit: _____

PTA Budget Line Number: _____

Make check payable to: _____

Funding is requested for:

This will benefit our students by:

Principal's signature: _____

Approved by PTA: Yes No President's initials: _____

If no, Reason: