| Northwood Elementary PTA Mini-Grant Application | | |
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| Mini-Grant information | | |
| Name of Requestor: | | |
| Date of Request: | | Email: |
| Grade level(s) of students benefiting from mini-grant funded project? | |  |
| How many students would benefit from this expenditure this year? | |  |
| Dollar Amount Requested? | | $ |
| Is this project/ purchase sustainable? (Circle One) | | YES NO |
| Will this project/purchase benefit multiple classes or grade levels? (Circle One) | | YES NO |
| What is the desired learning outcome or connection to curriculum including additional comments? | | |
| Principal/Vice-Principal Approval | | |
| Approved By: | Date: | |
| Mini-Grant Payment Information (Attach Invoice to Check Request Form) | | |
| I am requesting payment as follows: | | |
| Check Made Payable to: | | |
| Street Address: | | |
| City: | State: | Zip Code: |
| **OR…Direct Reimbursement of Funds (Attach Receipt to Check Request Form)** | | |
| Requestor Name: | Position: | |
| Requestor Signatures | | |
| ***I confirm the detail of this information to be accurate and that all funds will be used to benefit the education of Northwood Elementary Students. I understand that the items purchased will become property of Northwood Elementary School. Further, if this mini-grant is awarded, I will provide proof of purchase and a short summary stating the use of the grant and how it benefited their classroom and students to the PTA.*** | | |
| Signature of applicant: | | Date: |
| Signature of applicant: (only for multiple requests for the same grant): | | Date: |
| **PTA Signatures** | | |
| (Co) President: | | Date: |
| VP Signature: | | Date: |
| VP Signature: | | Date: |
| Treasurer Signature: | | Date: |
| Check Issued | | Date: |

