| 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: |

