



Northwood Elementary PTA Mini-Grant Application

Northwood Elementary



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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: