

2017-2018 CASCADE VIEW ELEMENTARY PTA

GRANT REQUEST APPLICATION

As a teacher or staff member at Cascade View Elementary, you have grants available from the PTA to fund items to further enrich the education of our students. The PTA has \$2000 available for teacher grants this school year.

Your Grant Request Checklist:

Complete the below grant request form. Please be sure all information is completed.

Present your request to Mr. L for approval before submitting the form to the PTA.

Must be a current PTA Member.

Attend the **November 16th PTA Meeting** to seek approval from the PTA.

NOTE: If you are unable to attend, please send a representative. Requests presented without a representative will not be approved.

SUBMISSION DEADLINE: November 9th, 2017
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APPLICANT NAME(S) _____

EMAIL ADDRESS(ES) _____

PHONE _____

POSITION _____

PROJECT or PROGRAM TITLE _____

NUMBER OF STUDENTS AND GRADE(S) IMPACTED OR SERVED _____

TOTAL DOLLAR AMOUNT OF REQUEST _____

Describe the item(s) requested or the proposed project or program you would like the PTA to fund. Include attachments as necessary.

How does this request support Cascade View Elementary School students? (Please keep in mind, that since Cascade View PTA is a 501c3, grant requests must conform with IRS guidelines that any grants are for the health, safety, education and welfare of Cascade View Students.)

What is the total cost of the proposed items/project/program? Please include itemized vendor information and associated costs, including shipping, tax, installation, etc. Include attachments as necessary.

ITEM	COST	VENDOR
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Describe the longevity of the items/project/program you would like the PTA to fund.

Date the funds are needed: _____

Additional Comments:

It is agreed by the undersigned that if funds are proved pursuant to this request, those funds will be granted for the express purpose set forth above. Any excess funds over the actual cost of the items, project or program, described above shall be returned to Cascade View Elementary School PTA. Any and all assets purchased with funds received from the PTA shall remain property of Cascade View Elementary School.

Signature of Applicant _____ Date _____

For this request, have you applied for Seattle Education Foundation Grant? YES NO

Have you applied for funding from any additional source? If yes, what are your other possible source(s)?

Reviewed by school principal (signature) _____ Date _____