PTA Grant Request

Requester: _Esther Smith_   **Date:** _4/30/21_

☑ **Educational Grant (under $500)**   ☐ **General Grant (over $500)**

Project Title: _School Time Capsule_

Which students will the project benefit? _All_

_____

Amount Not to Exceed: $_____

Please provide the following information (attach pages as needed):

1) Will this project solve an existing problem or meet a need for students that is not currently being met?

2) How will the project work? If possible please include an approximate timetable.

3) Please give an itemized list of expenses. Has funding been sought from any other source? Please explain.

4) Other information that might help the grant committee in considering this request.

For PTA Treasurer Only:		Date of Reimbursement:	
Amount of Grant Authorization:		Amount Reimbursed:	
Date of Authorization:		Check #:	

Grant approvals will expire on June 30. If receipts are not submitted by this date, grants will have to be resubmitted for next year.