



# Athens-Chilesburg Elementary PTA

## *A Community of Excellence*

### PTA Grant Request Form

Date of Request: \_\_\_\_\_

Staff Member Name: \_\_\_\_\_

ITEM(S) REQUESTED and PRICE:	
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Where would these items be purchased? \_\_\_\_\_

Approximately how many students would benefit from these items? \_\_\_\_\_

Which students would benefit from these items? \_\_\_\_\_

Have you asked the Principal to purchase these items? \_\_\_\_\_

- ✚ Please complete the Grant Request Form and place it in the PTA President's mailbox.
- ✚ Grant Request forms will be presented at monthly PTA Executive Board meetings. Once the form has been presented, you will be notified by the PTA President in regard to your request.
- ✚ Any questions and/or comments concerning Grant Requests should be directed to the PTA President.

**ACE PTA Use Only:**

Date Grant Request Form Received \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Date Grant Request Form Presented to PTA Board \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Copy of Grant Request Form Sent to Principal \_\_\_\_\_ Date Sent to Principal \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Approved: Yes / No

Approved Amount: \$ \_\_\_\_\_