

Walt Whitman PTSA

Request for PTSA Funds by Student Organization

The Walt Whitman PTSA recognizes that participation in some student organizations involve costs (e.g., travel expenses) that may be burdensome to families and that some student organizations may benefit from additional financial support. The PTSA has budgeted funds to grant to such student organizations. Any student organization may apply for a grant for up to \$500. If any budgeted funds remain undistributed as of March 15, any student organization that has already received a grant may apply for additional funds.

Organizations may apply for funds by completing this application and submitting it to the PTSA Box in the main office **Attention: PTSA Treasurer** (Sheila Duncan-Peters) at least 3 weeks before the PTSA meeting at which the application will be considered. A representative from the organization must attend the PTSA meeting to present the application and answer questions. Any organization that receives a grant must submit to the PTSA Treasurer receipts supporting the expenses paid by the grant and must submit to the PTSA membership chairs a roster of its members.

Name of Organization _____ Amount Requested _____

Student Contact: Name _____ Telephone _____

Email _____

Name of Sponsor _____ Number of Student Members _____

Purpose of Organization _____

Why PTSA funds are requested and how they would be used

Benefit to Students/School _____

Existing Sources of Funding (including grants from SGA)

Any other information you wish to include _____

Signature of Student Representative/Date _____

Signature of Sponsor/Date _____