

EVERGREEN MIDDLE SCHOOL PTA – GRANT REQUEST APPLICATION

Please use this form to request PTA funds for the benefit of Evergreen Middle School students.

DEADLINES:

NOVEMBER 26, 2018

Please be prepared to present your grant request at the November 28, 2018 PTA general membership meeting.

APRIL 22, 2019

Please be prepared to present your grant request at the April 24, 2019 PTA general membership meeting.

Submit application with any attachments to the PTA president and retain a copy for your records.

APPLICANT NAME(S) _____

EMAIL ADDRESS(ES) _____

PHONE _____ POSITION _____

PROJECT or PROGRAM TITLE _____

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

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 Evergreen Middle School students? *(Please keep in mind as Evergreen Middle School PTA is a 501c3, grant requests must conform with IRS guidelines that any grants are for the health, safety, education and welfare of Evergreen 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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

please continue application on the back

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 provided 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 Evergreen Middle School PTA. Any and all assets purchased with funds received from the PTA shall remain the property of Evergreen Middle School.

Signature of Applicant _____ Date _____

Is applicant a current PTA member? YES _____ NO _____

For this request, have you applied for an Everett Public Schools 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 _____ Date _____

(signature)