

Whitney Point PTA
2018-2019 Request for Funds Application

Member Name: _____

Member Contact Information: _____

Organization/Club (if any): _____

Amount Requested: _____ Date Needed: _____

Please Explain How The Funds Will Be Used To Benefit The Students of Our District: _____

Please Explain What Students/How Many Students Will Benefit From These Funds: _____

If Necessary, Have You Obtained Approval From Administration (if required-such as building use): _____

Please Send Completed Applications To The CEA or TRA Office To Be
Placed In The PTA's Secure Mailbox

PTA Use Only:

Accepted: _____ Declined: _____ Date: _____ Check No: _____

Whitney Point PTA

2018-2019 Request for Funds Information

1. The amount available for Fund Requests each school year will be set at the first PTA meeting (September) by the PTA members.
2. During the month of September, the PTA will collect Fund Request Applications for the school year during the “Fund Request Bid Period”. At the end of September, bids will be ranked and approved/denied by the PTA Board up to the amount set by the PTA members. This will allow all a fair chance at obtaining funds.
3. After the bid period, additional Fund Request applications will be accepted and approved/denied depending upon additional funding, up to the budgeted amount.
4. At each meeting, the PTA Treasurer will give an updated balance of available funds.
5. Any Fund Request that are denied by the Board can be appealed at any PTA meeting during the New Business section of the Agenda. The PTA members may vote on the Fund Request and any necessary Budget adjustments at that time.
6. Funds must be used to benefit the students of the Whitney Point School District.
7. Funds may not be used to supplement the District’s existing school budget.