

ELK PLAIN SCHOOL OF CHOICE PTA

**GRANT REQUEST FORM**

Person(s) requesting grant:

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Date needed\*: \_\_\_\_\_

Amount requested: \_\_\_\_\_ or purchase of equipment requested:

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The purpose of this grant is: \_\_\_\_\_

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How will this grant benefit the school/students of Elk Plain: \_\_\_\_\_

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How many students will benefit and in which grade levels? \_\_\_\_\_

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Will future Elk Plain students benefit also? \_\_\_\_\_

*Please attach any additional grant information.*

*\*This grant request is subject to review by the Elk Plain PTA Executive Board. You will be notified if your request is approved to be voted on by the general membership. If your request is approved, you or a representative familiar with the grant will need to present this application at the next scheduled Elk Plain General Membership Meeting.*

***Thank you!***  
**FOR PTA USE ONLY**

Date reviewed: \_\_\_\_\_ Date of vote: \_\_\_\_\_

\_\_\_\_\_ Grant approved as requested

\_\_\_\_\_ Grant approved with the following revisions:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Grant denied

Additional comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature PTA Treasurer

\_\_\_\_\_  
Signature PTA Secretary

*\*\*All approved grant request forms should be copied for the treasurer with the originals filed in the secretary binder with the minutes recording the approval of the grant. Denied grant requests are also filed in the secretary binder in the month the form was submitted. \*\**