



Stillwater Elementary PTSA
11530 320th Ave NE, Carnation, Washington 98014

GRANT APPLICATION REQUEST FORM

Please complete all applicable information below and attach, if available any supporting documentation for your funding request. Do not forget to include tax and shipping in your cost estimate. Grant requests to be considered for funding out of the 2020-2021 PTSA budget for staff/teacher grants are all due no later than November 16th, 2020. Responses and approvals to all grant entries will be issued in December. All grants are reviewed with Mr. Madigan for approval and prioritization (if necessary) before going to the PTSA. Please note at this time we are prioritizing grants that support remote learning over classroom learning due to the limited budget we have available and no planned fundraisers until spring of 2021.

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Department: \_\_\_\_\_

Contact Information: \_\_\_\_\_

Explanation of Request:

Four horizontal lines for writing the explanation of the request.

Table with 3 columns: Vendor, Est. Amount, Estimated Date Required. Three rows of blank lines for data entry.

Total Amount of Request: \$ \_\_\_\_\_

Signature of Person Submitting Request: \_\_\_\_\_

-----DO NOT WRITE BELOW THIS LINE-----

Expenditure: Approved \_\_\_\_\_ Denied \_\_\_\_\_ More Info Needed \_\_\_\_\_

Check Made Out To: \_\_\_\_\_

Check #: \_\_\_\_\_ Check Date: \_\_\_\_\_ Check Amount: \$ \_\_\_\_\_

Mailed on: \_\_\_\_\_

Treasurer's Signature: \_\_\_\_\_

President's Signature: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_