

Maple Hills Elementary PTA

15644 204th Avenue SE • Renton, WA 98059



Special Funding Request for Grade Level and Specialist Enrichment Grants

This form must be completed in order for the PTA Board of Directors to consider funding for an item, program, or activity for each Grade Level or Specialist. Use this form after or in conjunction with your individual PTA Classroom Enrichment allotments. Please collaborate with your team before submitting this form. Last date for Special Funding Requests for review by the PTA for the upcoming school year will be no later than June 1st.

General Grant Information:

Grade Level Submitting: _____ Contact Name: _____

Phone Number: _____ E-mail address: _____

Date Submitted: _____ Total Requested*: \$ _____

*be sure to include all costs, such as installation, shipping, sales tax, etc.

Name of Item, Program, or Activity: _____

Principal Signature: _____

Project Description: Discuss the goals of the project and its relationship to curriculum. How will students benefit and what activities, materials and methods will be used to implement the project? (Attach extra sheets if needed)

Budget: Specify and itemize the funding request and describe what the funds will be used for (i.e. supplies, services) and for what period of time. List any other funding (Classroom Enrichment money, student paid portion, district funds, other grants, etc.) sources and expected value.

Other Information: Include contacts and referrals where the program has been implemented successfully. Describe how the success of the program will be measured and how the results will be communicated to the PTA. Include any other details you feel need to be considered. (Attach extra sheets if needed)

PTA Board Use:

Date Request Received: _____ Approved OR Denied Date: _____

Reason for Denial/Conditions of Approval/Deferred: _____

Partial Payment Amount: \$ _____ Amount Granted to Maple Hills Elementary: \$ _____

Grantor(s) will submit receipts or invoice for reimbursement from PTA Treasurer: _____

Maple Hills PTA Board Member Signature: _____