



TEACHER / STAFF GRANT REQUEST FORM

Grant Proposals may be for projects, activities, books, equipment or anything that enhances the academic lives of children at Redfield Elementary. While preference is given to proposals that offer school-wide access to students, teachers, and/or parents are also encouraged to submit proposals that will benefit their individual classrooms or grade level.

Please place your completed form in the PTO box in the school office. The School's Principal, Christine Bonow will do the first review of proposals for content, appropriateness, and to determine if alternate funding sources are available. The PTO will then review requests. We look forward to hearing about your project. You will be notified as to the date your request will be brought before the PTO Board.

Describe Project / Item to be Purchased:

Cost / Dollar Amount Requested:

Subject Area / Grade:

What learning / school objectives does this address? Who benefits, how, and for how long?)

When do you need the Funding?

Please attached the above information plus any additional information you would like the PTO to review to assist in the approval process.

Submitted by:	Date:
Signature:	Contact Phone / Email:

For PTO use only:

Approved by PTO Board Yes / No: _____

Date: _____

PTO President: _____

PTO Officer: _____

(all grant proposals require two signatures)