

For Grant Committee Use Only

Committee Member: _____

Grant Number: _____

PTA GRANT APPLICATION FOR CLUBS

Date submitted: _____

Total amount of Grant Request: \$ _____
(MUST be approved by Faculty Advisor)

1. Club Information

Name of club _____

Student contact name _____

Student phone _____

Student email _____

Faculty advisor _____

Advisor phone _____

Faculty advisor department _____

Approved _____

Faculty advisor email _____

What kind of club is this? _____
(Athletic, Publication, Community Service, Academic, Cultural, Recreation, Other)

2. Club Officers

Name	Position	Grade

3. Number of Participants by Grade

12:	11:	10:	9:	8:	7:
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How often does your club meet? _____

How many members attend meetings, on average? _____

Approximately how many years has your club existed? _____

Briefly tell us the purpose/nature of your student club, and what you propose to fund with your grant:

4. Revenue and Expenses

How much total money (spring and fall) did you request from the PTA last year? \$ _____

How much total money (spring and fall) did you receive from the PTA last year? \$ _____

How much of your PTA money remained unused at the end of last academic year? \$ _____

If you didn't spend the majority of the allotted amount, **please tell us why**, and what steps you plan on taking to avoid this situation in the coming year:

Committee Member:	Grant Number:
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Club Financial Statement: 2017-2018 Academic Year (Last Year)

5. Revenue

Describe sources of money received for club expenses.

Revenue Type	Description	Amount
Beginning Balance (9/2017)	<i>Sources other than PTA funds</i>	
Fundraising		
Other*		
SubTotal	<i>All sources other than PTA funds</i>	
PTA Grant (2017-2018)		
TOTAL	<i>Sum of all revenue for the school year.</i>	

6. Expenses

Describe money spent on club expenses.

Expense Type (Program, Supplies, Other*)	Description	Amount
TOTAL	<i>Sum of all expenses for the school year. (Should not exceed revenue)</i>	

Club Financial Statement: 2018-2019 Academic Year (Projected)

7. Revenue

Describe anticipated sources of money for club expenses, including this PTA grant request.

Revenue Type	Description	Amount
Beginning Balance (9/2018)	<i>Sources other than PTA funds</i>	
Fundraising		
Other*		
SubTotal	<i>All sources other than PTA funds</i>	
PTA Grant (2018-2019)		
TOTAL	<i>Sum of all anticipated revenue for the school year.</i>	

8. Expenses

Describe how money will be spent on club expenses.

Expense Type (Program, Supplies, Other*)	Description	Amount
TOTAL	<i>Sum of projected expenses for the year. (Should not exceed revenue)</i>	

*Please give a specific explanation on the following page.

Is there anything else the committee should know to evaluate this application? Use the following page to elaborate on or clarify anything from above.

