



PTA Grant Application

Please submit at least one week prior to an upcoming board meeting. Grant applications submitted later may take an additional month for consideration.

Date: _____ Submitted by: _____ Teacher Staff Parent

E-mail: _____ Phone: _____

Purpose/Use of Grant:

__ Materials/Equipment

__ Program

__ Service

__ Other

Provide a complete description of the service, materials, equipment, or item that will be paid for with this grant:

Describe the needs this grant request will address and who will benefit from it:

Is this grant request for a one-time expense or a recurring expense? One-time Recurring

If it is recurring, what will be the cost each year? \$ _____

Have you applied for a BSF Grant? __ Yes __ No

If Yes, please state reason grant denied, if known. If No, please explain why.

Will there be additional funding from another source? Yes No

If yes, how much and from where?

Puesta del Sol Elementary Administration (to be completed by Principal or PTA Presidents)

__ Request approved, Administration providing partial funding of \$ _____

__ Request approved, but no School funding available

__ Request not approved

Cost Detail: Itemize what will be paid for with the funds

Charge Description	Amount
1.	\$
2.	\$
3.	\$
4.	\$
	\$
Shipping/Handling	\$
Tax	\$
Total Requested	\$