

PTA Student Allotment Program (SAP)

Funds Request Form

Purpose: The Stonewall PTA will allow a per student allotment of \$13.00 as determined by the budget committee and approved by the general association in August 2017. The allotment must be used during the 2017-2018 school year.

Requirements: The allotted funds for students will be used for student enrichment, including educational field trips, materials for student use, and other educational programs, not to include teacher supplies or classroom parties. The teachers are required to fill out a funds request form, which may be done electronically. A committee of five PTA members, headed by the Treasurer, will consider all requests for approval. Electronic requests should only be made in cases of emergency or urgent time constraints. The homeroom teachers will be the only ones to have access to these funds. All Special Area teachers may submit requests for funds for purchases from PTA Stonewall Contribution. The PTA Board will then consider their requests and fill them as funds allow.

Name: _____ Grade :
Email:

Number of Students Benefitting from Grant:

Total Amount Requested:

Amount Requested Per Student:

Date of Event:

Summary of Event

(Please be sure to include Name of Provider, Transportation details, Deposit requirements, if any)

Signed: _____

Date _____

PTA Use Only:

Date Submitted:

SAP Committee Decision: _____

Signed: _____