

Teacher Grant Form

**Instructions:**

* Complete this form. You must be a current, paid member of the Hale PTSA to qualify.
* Attach receipt(s) or itemized shopping cart printout of a future purchase. ***Hale PTSA needs to have documentation regarding your purchase(s) to remain in compliance with regulations and financial best practices.***
* Return your information to the PTSA Mailbox

Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Current Hale PTSA Member? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Subject: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Approx. # of students served? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Brief description of request, including the educational benefit and impact of your request:

**Items to be purchases:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dollar amount of request ($150 maximum/teacher):** \_\_\_\_\_\_\_\_\_\_\_ Da**te funds needed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher (Signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please Note:** Grants must be used for educational purposes and directly benefit the students in your class. Teacher(s) must be a current Hale PTSA member to qualify. Grants are voted on during the monthly PTSA meetings and are considered on a first come, first serve basis.

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| For Treasurer Use Only | \_\_\_\_Approved \_\_\_\_ Not Approved | Check # \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | PTSA Treasurer Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |