



Meadow Lark Elementary PTA

REQUEST FOR PTA FUNDING OF NEW PROJECT, EVENT, OR COMMITTEE
**this form is to be used for anything that will require funding greater than \$200.00*

PTA encourages students, parents/guardians, and teachers to submit proposals for projects, events, or committees which meet our mission: *In partnership with parents and community, the mission of Meadow Lark Elementary PTA is to provide a positive, safe, and healthy environment that will develop independent, lifelong learners who will strive to reach their highest potential.*

- Proposals are considered twice each academic year.
- This proposal form and relevant documentation must be submitted to the Board by the General Membership Meeting date in October or the date in February.
- Proposals will be reviewed by the Executive Committee during that month. Any proposals that the Executive Committee supports will be brought forward at the next membership meeting (November and March) for discussion and vote.

Proposal title: _____

Purpose of proposal: _____

When would this project, event, or committee be implemented? What is the duration?

Grade (s) of students impacted by this proposal (circle applicable grade(s))

K 1 2 3 4 5 6

What are the anticipated and/or desired benefits to offering this program, event, or committee?

Total estimated cost of proposal* \$ _____

*please attach a detailed breakdown of estimated costs and, if applicable, any estimated revenue

Attach to this proposal form any supporting documentation, information, or research that supports your proposal.

Proposal submitted on _____ by:
Date

_____	_____	_____
Name	Phone	E-mail
_____	_____	_____
Name	Phone	E-mail