



*Crooms Academy*  
OF INFORMATION TECHNOLOGY

**APPLICATION TO CROOMS PTSA  
FOR FUNDS**

**ORGANIZATION NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**STUDENT REPRESENTATIVE:** \_\_\_\_\_

**TEACHER SPONSOR:** \_\_\_\_\_

**AMOUNT REQUESTED:** \_\_\_\_\_

**DATE FUNDS DESIRED:** \_\_\_\_\_

**PURPOSE:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BENEFITS:** \_\_\_\_\_

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## APPLICATION INSTRUCTIONS

1. Submit completed application to the PTSA. Place in the PTSA mailbox on top of the mail cubbies in the mail room or give to a PTSA board member.
2. All fields must be completed.
3. Applications must be received by Friday, October 6. Disbursement of funds will be determined and made during the October Board Meeting on October 10.

ORGANIZATION NAME	Name of organization requesting funds
DATE	Date the fund request submitted to PTSA
STUDENT REPRESENTATIVE	The name of the organization president or student who should be contacted in case of questions
TEACHER SPONSOR	The name of the teacher sponsor of the organization
AMOUNT REQUESTED	The amount of funds requested.
DATE FUNDS DESIRED	Indicate the date funds are desired. Please specify if needed by a specific date or for a specific event.
PURPOSE	State the purpose for which the funds will be used (e.g. purchase of equipment). Be specific.
BENEFITS	Explain the benefits of receiving the funds. For example, "The money will be used to purchase additional xxxx. The club is much larger this year and there aren't enough xxxx for each member to be able to practice together at the same time."