

Lucy V Barnsley PTA

Request for PTA Funds

Please complete the form below in order to request PTA funds for grants or special requests. Your request will be reviewed by the Budget Committee, which will make a recommendation to the PTA at the next meeting.

PTA funds must be used to benefit Lucy V Barnsley students' health, welfare, safety, or education. Your request will be considered in light of these requirements.

Please attach any research you have done on the cost and be sure to include enough detail about how the funds will be spent. Barnsley's Principal should be briefed on this request so that he/she may answer questions during the meeting should you not be able to attend.

Teachers and staff members: If your request involves funds for training, seminars, etc., please be aware that if approved, you will be required to come back and discuss what you learned and train other staff members and/or parents, as appropriate, within two months of attending the training.

Submit a hard copy of this form to the Treasurer's inbox or email to the current PTA Treasurer (along with support).

Primary Contact Person:
Phone Number and Email address:
Request description (attach additional narrative/support as necessary):
Amount requested:
Is this request for an ongoing program or a one-time expense?
When is the funding requested/needed?
How many students will participate/be impacted?
What grade levels?

This form can also be found at BarnsleyPTA.org under the Forms section.