

Club/Activity Proposal

If you are considering a club/activity at Rabbit Creek Elementary School and would like the PTA to support the effort financially, please fill out this form and submit it to the Principal. The request will either be forwarded to the PTA President for consideration at the next PTA Executive Board Meeting, or returned to the individual submitting the request. PTA Executive Board Meetings are normally held the 2nd Tuesday of each month.

Person(s) Submitting Proposal :	
Name of Club/Activity:	
Day Phone #	Eve. Phone #
Club/Activity Description: (if additional space is needed please use the back of this page)	
Project/Event Date(s):	Time(s):
Funding Amount Request: (you must attach a complete listing of anticipated expenses for this project/event)	
Cost to Students: (Usual cost is \$10 per student for at least 6 sessions)	
Name(s) of Certified Teacher(s) Participating:	
<p><u>For Teachers:</u></p> <input type="checkbox"/> I/We will donate my/our time. <input type="checkbox"/> I/We would like to be compensated if the program has funds available after costs, but if not, I/we will donate my/our time. <input type="checkbox"/> I/We wish to be compensated for our time.	
<p><u>Teacher Estimated Hours/Funding:</u></p> <p>_____ hours X \$20 per hour X _____ teachers = _____</p>	

Mark the PTA goals (shown below) that your Grant Request addresses:

- Increase parent, family and community volunteerism and participation in our school.
- Support teachers, staff, and students with enrichment opportunities.
- Promote the importance of academics and encourage literacy activities in the home and in the community.

Please answer the following questions: (if additional space is needed please use the back of this page)	
1. How will your activity/club benefit the children at Rabbit Creek?	
2. What grade or age level is this activity/club for?	
3. Is there a maximum/minimum amount of students you will take?	How Many? (at least 12)
4. Where will this activity/club take place?	

I understand a final report and any remaining funds must be returned to the Rabbit Creek PTA Treasurer within two weeks after the conclusion of this activity/club, along with a completed Check Request Form. I understand the contents of this Proposal and agree to meet all of the requirements stated within it.

	Signature	Date
Individual Requesting Grant		
Principal <input type="checkbox"/> approved <input type="checkbox"/> denied		
PTA President <input type="checkbox"/> approved <input type="checkbox"/> denied		