

TEACHER REQUEST FOR FUNDS
\$250 maximum

Horizon Elementary



Date _____ Teacher _____ Grade _____

Is this for entire grade / my class only (circle one) List additional Teachers/Classes involved:

Funds/Volunteers (circle one) Funds needed \$ _____ # of Volunteers needed _____

Date funds/volunteers are required _____

Program / Event Description: (Please attach additional narrative if needed. Include program goals, the need for the program, the education benefits for the students.

Timeline for implementation: _____

Who is to chair/oversee this event/program? _____

Please attach any other information that you feel is relevant to the consideration of funding this program/request.

Principal & PTA Approval

Your request has been approved / rejected. (Circle one)

HES Principal

Your requests has been approved / rejected. (Circle one)

PTA Board Member 1

PTA Board Member 2