



## PTO GIFTS PROGRAM

### Requests for PTO Funding 2023-2024

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Any teacher, parent, student, or community member who has a request for funds from the PTO must fill out this form. Please answer these questions as thoroughly as possible, providing supporting detail and information.

Please email the completed form to the PTO President-Elect ([president\\_elect@district29pto.org](mailto:president_elect@district29pto.org)) by **Friday, October 27, 2023**.

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**Name:**

**Role (Teacher/Parent/Student/Community Member):**

**Benefiting School:**

**1. Define your request:**

**2. Amount requested:**

**3. Can this project be funded in stages? If yes, what timetable is involved? If no, please explain your due date for funds.**

**4. Has this request been reviewed by the school administration? What was their response as to its merit and priority?**



**10. Have you exhausted all other funding options before coming to the PTO Gifts Program?**

**Additional Notes:**