



SPIRIT ROCK FUNDING REQUEST FORM 2018-2019 School Year ONLY

Date of Submission: _____ Date of Program/Activity: _____

Name of Small Group Making Request: _____

Contact Name & Email: _____

Total Amount Requested: _____

How Will The Funds Be Used: _____

Total Amount Requested: _____

Who Benefits From The Requested Funds? (PTO, STEM, Middle School DC, D.I., Middle School Disney, etc.):

Plan To Distribute Funds Among Recipients? (Only Students That Participate, All Students Attending Trip, Student Grade Level, Entire Student Body, etc.):

How Else Are You Fundraising?: _____

Where Are You In Meeting Your Goal?: _____

Email completed form to fundraising@bfacademy.org by Sunday, May 5, 2019

This form is solely for the use of programs/activities that took place during the 2018-2019 school year. Families must incur the original expense and any funds approved will be made payable to families via check for reimbursement only. PTO Officers will review all requests prior to the May 8, 2019 PTO Meeting with final decision made at that meeting. Checks will be written to families prior to June 30, 2019. Submitting a request does not guarantee approval.

Thank you for your dedication to Ben Franklin Academy.