



PTHS Sports Booster Funding Request Form

This form must be used to request funding from the PTHS Sports Booster. Each request will be reviewed and considered by the PTHS Sports Boosters Board and Voted on at our next meeting. If it is an urgent request, an email vote may be an option. *Please review the funding request guidelines prior to your submission.*

Date Request Submitted: _____

Sport or Activity: _____

Requestor's Name: _____

Requestor's Contact Info: _____

Description of Request: _____

Amount Requested: \$_____

Other Sources of Funding for this item (if applicable): _____

Date Funds are Needed: _____

Other Information: _____

Signature of Requestor: _____

Date: _____

Signature of Athletic Director After Approval: _____

Date: _____

Signature of Boosters Officer After Approval: _____

Date: _____

FUNDING REQUEST GUIDELINES

PTHS SPORTS BOOSTER

Any PTHS Sports Team/Group that wishes to receive funding assistance from PTHS Sports Boosters, must submit a request form using the guideline below.

The request must be:

1. Submitted in writing (using the request form) or by using the online form prior to the next scheduled meeting so that it can be added to the agenda.
2. The form must be signed by the requestor and the athletic director to ensure approval of request from the A.D.
3. Since there may be questions or additional information needed to consider the proposal, a member of the coaching staff or a parent is strongly suggested to be in attendance at the meeting to discuss the request.
4. Voting for funding will be based on whether the request meets some or all the following criteria:
 - Is the request going to benefit the current team and/or future of the program?
 - Does the request promote the spirit of sportsmanship & enthusiasm among the students/team/supporters of PTHS Sports?
 - Does the request aid/assist in the development and enhancement of the PTHS Sports Program?
5. After our monthly meeting, a notification will be given to the requestor on approval or denial via phone or email.
6. If approved, a check will be issued after submission of an invoice or receipt.

Scheduled Meetings

Sports Booster meetings are held the first Monday of each month. Please see the PTHS Sports Boosters Page on Facebook, Twitter, or Instagram for up-to-date meeting dates.

PTHS Sports Boosters is a group of parents, coaches, and administration. We support all athletes at PTHS and invite each of you to attend monthly meetings. Bring a friend and consider joining this group.