



Otsego PTO Mini Grants Application Form

Teachers & Staff: Please present your completed application form at the next PTO meeting. All applications will be reviewed and your presence is necessary in the event of questions or partial funding concerns. Thank you for your effort.

Applicant's Name: _____

Grade level currently teaching: _____

Date: _____

1.) Statement of need: *(please circle one)*:

- a.) Educational Material
- b.) Equipment
- c.) Project
- d.) Field Trip
- e.) Assembly
- f.) Guest Speaker
- g.) Accelerated Reader
- h.) Other _____



2.) Please write a brief description of the need and how it applies to your curriculum.

3.) Number of students served _____

4.) Timetable: When do you need this? _____

5.) Total amount of money requested _____

Please attach an order form and a catalog for the items requested, or a name, address, and phone number of people to contact. Please note that a receipt is needed after the money is granted for our auditing purposes.

PTO Mini-Grant Decision

Yes _____ No _____ Amount Approved: _____

Notes from parent volunteer price research (if applicable):
