



Mini-Grant

Budget Request Form

Mini-Grants/Budget Requests are accepted and reviewed twice during the school year, once each semester. Decisions on these requests are made based on funds available and the range of students benefiting from them. Please remember that the PTSA board will only consider Mini-Grant/Budget Requests from teachers/staff who are current PTSA members.

Committee or Team Name: _____ Date of Request: _____

Total Dollar Amount Requested: \$ _____ Date Needed: _____

Items Requested (Include Quantity Needed and Number of Students Benefited from):

Please sign and return this form to the BMS PTSA Basket in the Front Office.

Submitted by _____

Signature _____

OFFICIAL BMS PTSA USE ONLY

Date Approved by PTSA Board : _____

Comments: