

# Montpelier SolonImage Here High School Boosters

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## Funding Request Guidelines

- ❑ There is no minimum or maximum amount of funding that a group or individual may request.
- ❑ Make your request in writing on the form below.
- ❑ Requests are due the Friday before the next Boosters meeting.
- ❑ Either put completed request forms in the Boosters mailbox in the main office or e-mail Adrienne at [abrownlee@adelphia.net](mailto:abrownlee@adelphia.net).
- ❑ The advisor and a student representative may need to attend the meeting to make a short (two to three minute) presentation and to address questions.
- ❑ Submit requests prior to an event or before embarking on a project. We cannot guarantee reimbursements submitted after a project or event.
- ❑ We try to honor all requests; funding limitations may affect our ability to do so.
- ❑ A condition of receiving funding is that a write-up and photos be provided for the school newspaper (the Solon Spectrum).

Booster meeting dates for 2007-2008. Meetings start at 7:00 p.m. in the MHS library.

September 10	December 3	April 7
October 8	January 7	May 5
November 5	February 4	June 2
	March 10	

## Funding Request Form

Name, Event or Group Sponsor \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone \_\_\_\_\_ e-mail: \_\_\_\_\_

Amount of funding being requested: \_\_\_\_\_ Date funding needed by: \_\_\_\_\_

Check should be written out to \_\_\_\_\_

Number of students served by request: \_\_\_\_\_

Funding from other sources: \_\_\_\_\_

Have you received other funds from the Boosters this year: \_\_\_\_\_

If yes, for what purpose. \_\_\_\_\_

Purpose of this request: (Please be specific; attach more information if necessary.)

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Advisor's Signature: \_\_\_\_\_