Maple Grove Elementary School PTO
Grade Level Project Application Form

Your Maple Grove PTO recognizes the many creative ways our teachers strive to inspire our students, and recognize these activities may not always be in the operating budget. The purpose of the PTO Grade Level Project is to assist with funds for a special project or learning concept that is to be used for the entire grade level.

The Grade Level Project money should be requested when no other school funds have been set aside for such a project.

Examples:

1. Gingerbread House Day – need funds for icing for entire grade level project.
2. Pioneer Day – need funds for activities performed during special day.
3. Young Authors – need funds for books for Young Authors event.

Requirements are as follows:

1. Grade Level Project application forms should be submitted to Mrs. Phillips prior to project.
2. Once the Board has reviewed the application with Mrs. Phillips, the grade level will be notified of the results via the contact person identified.
3. Once supplies are purchased, only original receipts will be accepted and PTO will reimburse.
4. If any items are purchased, all items become the property of Maple Grove Elementary and should remain in the respective classroom/grade level.

Contact person submitting request_______________________________________________________
Grade Level_______________________________________ Date of project_________________
Describe your project request:

What is the cost of this request? ______________________estimate or actual?

For use by PTO Board only

Approval______________ Denial______________ Date ______________________