

## Pueblo Central High School Booster Club Request for Funds

**Criteria:**

- Any Club, Organization or Athletic Organization requesting funds from the Booster Club must be a current and active member.
- Requestor must fill out required paperwork and submit the paperwork through school Activities Director prior to approaching the Pueblo Central High School Booster Club. All requests must be approved by two thirds of the active members present at the regular or special meeting called by the Board officers.
- For students in need of financial help from the Booster Club, no membership will be needed and will be considered on a case by case basis. A representative or sponsor can make the request on behalf of the student.
- Requestor must attend a Booster Club Meeting and make a presentation to the Board. Time on the agenda must be requested through the Booster Club officer at least one week prior to the scheduled meeting.
- Requestor is required to volunteer a certain number of hours during the year.

**Requestor(s)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Organization / Group Affiliation** \_\_\_\_\_

**Contact Number** \_\_\_\_\_

Dollar Amount Requested \_\_\_\_\_

Are you a paid member of the CHS Booster Club? \_\_\_\_\_ if not a member, who is representing you \_\_\_\_\_

Detailed Description of what funds will be used for (please attach any and all necessary information to help with decision making) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Purpose \_\_\_\_\_  
 \_\_\_\_\_

What Organization / Clubs / Individuals will benefit \_\_\_\_\_  
 \_\_\_\_\_

Explain Prior Fund-raising attempts \_\_\_\_\_  
 \_\_\_\_\_

Please list and explain any funds solicited from other sources \_\_\_\_\_  
 \_\_\_\_\_

\*\*\*\*\*

*This section must be completed by the individual indicated*

**ACTIVITIES/ATHLETICS DIRECTOR:**

Activities/Athletics Director Signature \_\_\_\_\_

Date Approved \_\_\_\_\_

Recommend for approval \_\_\_\_\_ Recommend for denial \_\_\_\_\_

**Booster Club Decision**

*This section must be completed by the Booster Club Board*

Request granted \_\_\_\_\_ Request denied \_\_\_\_\_

Board Officer Signature and date \_\_\_\_\_

**FUNDS DISPERSED:** Check # \_\_\_\_\_ (Savings/Checking) Date of Disbursement \_\_\_\_\_

Treasurer's Signature/Date \_\_\_\_\_ Volunteer hours \_\_\_\_\_