



Student Clubs & Activities MSMHS PTO Fund Request

(11/1/21)

Purpose

The MSMHS PTO is pleased to offer funds to student clubs and activities. These funds are designed to enhance the experience of the students at MSMHS

Eligible Applicants

Any student or teacher involved in a club or activity may apply for funds.

Maximum Fund Amount

The maximum fund awarded per club or activity is \$1000. Multiple funds may be distributed each year based on the availability of monies.

Fund Request Process

Requests are accepted throughout the academic school year and must be submitted in writing and in person during a monthly PTO meeting.

Selection Process

A brief explanation and presentation must be made during the "New Business" portion of the meeting. PTO members will determine and vote on fund requests.

Fund Distribution

Once approved, applicants will receive funds from the PTO treasurer

Fund Requests Reporting

Approved recipients will make a short presentation at a regularly scheduled monthly PTO meeting within one calendar year of receiving funds to inform the MSMHS community how the funds benefited the students and/or clubs

Date: _____

Approved () Denied ()

Amount granted _____

Form of payment, received by applicant and Date: _____

Follow up Presentation Date: _____

PTO Executive Committee Initials: _____

