

Churchville~Chili Middle School  
PTO – Proposal for Special Funds  
For Requests over \$250

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone # or Voicemail Ext: \_\_\_\_\_ House: \_\_\_\_\_ Grade: \_\_\_\_\_ Team: \_\_\_\_\_

Name of group/team/function: \_\_\_\_\_

Description of Project / Expenditure Request:

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Who will benefit from this project? \_\_\_\_\_

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When Do You Anticipate the Funds Will Be Needed/Spent? \_\_\_\_\_

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Are There Other Sources of Funding for This Project? If so, where from? (i.e. fundraisers, Club fees, etc.) \_\_\_\_\_

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Check made payable to : \_\_\_\_\_

Amount \$ \_\_\_\_\_

House Administrator approval: \_\_\_\_\_

Date: \_\_\_\_\_

Executive Principal approval: \_\_\_\_\_

Date: \_\_\_\_\_

PTO approval: \_\_\_\_\_

Date: \_\_\_\_\_

Note: A PTO Agenda Form should be submitted for presentation of your proposal at the next PTO meeting. If approved, it will be necessary to complete a PTO Request for Financial Support Form.

**Code      Expenses**

**Student Support**

0100    Student Support - Other  
0104    Fundraiser Recognition  
0107    Award Ceremonies / Reception

**School Programs**

0200    School Programs - Other  
0201    Assemblies/Guest Speakers  
0202    Character Counts  
0203    Field Trips (entrance fees)  
0204    Games for cafeteria program  
0206    Red Ribbon Week  
0207    Summer Camp Fair

**Staff Support Funding**

0300    Staff Support Funding – Other  
0302    Staff/Night Crew Appreciation

**PTO Expenses**

0401    PTO Operations (meetings, supplies, paper)  
0402    Celebrate Churchville

**Clubs**

0605    Miscellaneous  
0606    Band Room – 7/8  
0607    Bowling Club

0701    **Special Project Reserve**

0801    **New Initiatives/Unplanned Expenses**

**1000    Principal Funds**

1000.01    5<sup>th</sup> Grade Funds  
1000.02    6<sup>th</sup> Grade Funds  
1000.03    7<sup>th</sup> Grade Funds  
1000.04    8<sup>th</sup> Grade Funds