



Our Mission

The mission and vision of the Guajome Park Academy Foundation is to provide resources, professional expertise, and financial contributions to support Guajome Park Academy's mission to inspire and mentor all learners to become responsible, critical-thinking, global leaders through excellence and innovation in education.

Foundation Expenditure Request

This form must be submitted to the GPA Foundation Board of Directors when requesting funds from the Foundation for a project, program, or event.

Approval Process: Requests for expenditures must be received by the 15th of each month to be included as an action item in that month's Board meeting. Turn forms into the Foundation Secretary/Treasurer, Adrina Hernandez (hernandezadr@guajome.net,) in the upper administration building.

Presentation of Request: It is highly recommended that the student, staff member, or another stakeholder be present at the Board meeting to present this request to the Board members to help provide information about how the money will be spent and how it will benefit Guajome stakeholders. The Board meeting calendar is posted online: <https://www.guajome.net/community/foundation>.

Please check which program the funds are being requested from:

- Guajome Park Academy Foundation
 Friends of Tadpoles
 Benevolence Fund
 Friends of the Arts - Choir
 Friends of Frogs

Group/Club/Team/Program: _____ **Name of Requester:** _____

Amount Requested: _____ **Date:** _____ **Committee Approval:** _____

Description:

Please include a description of what the funds are being requested for. Also include additional fundraising activities taking place to supplement the cost and how this money connects to the mission of the Guajome Park Academy Foundation.

MATERIALS & SUPPLIES	COSTS
	TOTAL

Approved on _____ Foundation Designee Signature: _____
 Not Approved Reason: _____