



Name and email of Applicant(s): _____

Total Requested:

\$ _____

Department: _____

Grant Request Name: _____

**Please use the checklist below to confirm you have included all information
required on your Reimbursement Grant Application!**

Forms can be submitted in hard copy or sent electronically to Sukawt for approval then Sukawt will get Mr. Balla's approval.

- Approval by the department head
- Approval by principal
- Grant proposal description
- Number of students to benefit from this grant
- Detailed breakdown and supporting documentation of all costs for the request that might include: bids, quotes, internet order forms, correspondence, invoices, installation, services, shipping & handling, tax, etc.
- Purchase Order Request form

Applicant Signature: _____

Date: _____

Department Chair Signature: _____

Date: _____

Principal Signature: _____

Date: _____

Application Deadline: December 13, 2023

*Completed application should be placed in the PTSA mailbox or emailed to
JHSPTSAScholarship@gmail.com
by end of the day on December 13th*