

**RICHLAND ELEMENTARY**  
**PTO Teacher Funding Request Form**  
**2021-2022 School Year**

Today's Date: \_\_\_\_\_

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

Email: \_\_\_\_\_

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

Grade (circle):      K      1      2      3

Ms. Sloan \_\_\_\_\_ Date: \_\_\_\_\_

**Procedures:**

This form is to be used by RES teachers requesting PTO funding for programs, events, or supplies that are not itemized in the RES PTO budget.

Please complete the form and submit it to Dr. Nicastro for review.

Please allow 30 days to allow for the RES PTO Executive Board to review the request and present at the next RES PTO General Assembly Meeting if necessary.

Description & Purpose of Proposed Expense	Amount
<b>Total Requested:</b>	

Questions?

Treasurer: Beth Cassisi

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home:

cell: