



Wilsonville High School Booster Club

P.O. Box 2028 Wilsonville, OR 97070

Funding Request Form (2019-2020 school year)

Date: Organization:

Phone: Staff Advisor

General Guidelines:

The Booster Club supports the entire student population by providing additional funding to academic, athletic, activities or clubs, and fine arts programs where there is a demonstrated need. Funding requests should be made before or during the season/time of year the activity occurs. It is the policy of the Booster Club to fund requests for items of a permanent or lasting nature that will benefit a large portion of the WHS student body. **Funding requests must be reviewed with school administration prior to submission.**

Briefly describe the purpose of this request:

Number of Students who will benefit if this request is funded:

| | |
|--|----|
| Total Cost of this Funding Need | \$ |
| Less: Amount already raised or committed | \$ |
| Equals: Amount requested from Boosters | \$ |

Is your organization funded by any school budget? Yes No
If so, in what amount?

Have you reviewed the request with school administration? Yes No

To insure your request is considered in a timely fashion; please submit completed form to Boosters no later than due dates listed below. Please e-mail the completed form to *Patty Kleckner* daklecks@comcast.net. When applicable, attach an invoice or price quote with item description, quantity and cost breakdown with the funding request form. You may also leave the form in the Booster Club mailbox at WHS. If you do so, please send Patty an e-mail to let her know, so she can pick it up by the funding request due date. Requests received after the due dates below may be held over and presented at the following month's meeting.

| <u>Boosters meeting</u> | <u>Funding Request Due</u> | <u>Boosters meeting</u> | <u>Funding Request Due</u> |
|-------------------------|----------------------------|-------------------------|----------------------------|
| Sept 4 | Aug 28 | Feb 12 | Feb 5 |
| Oct 9 | Oct 2 | Mar 11 | Mar 4 |
| Nov 13 | Nov 6 | Apr 8 | Apr 1 |
| Dec 11 | Dec 4 | May 13 | May 6 |
| Jan 8 | Jan 1 | June 10 | June 3 |

Note to Athletic Teams and Clubs:

If your funding request is approved, the Booster Club asks that your organization provide volunteers for one or more concession events. Arrangements will be made for a mutually agreed upon time for your team/club to volunteer time. For more information, please contact Patty Kleckner daklecks@comcast.net