

The on-line form can be completed on the computer and printed for signatures.
Click in each field and enter your information. Text will re-size to fit your answers.

Mail Request for FUNDS Form to:
PGHSAA Request For Funds
P.O. Box 51396
Pacific Grove, CA 93950-6396

Request for funds form Pacific Grove High School Alumni Association

Part of the purpose of the PGHS Alumni Association as per its bylaws is: “to present scholarships and help with projects to benefit the Pacific Grove High School and/or its students, if funds are available and if the Board of Directors in office elect to do so.”

The purpose of this form is to aid the applicant in making such requests and assist the Board of Directors in their consideration of such requests. All awards are decided by a majority vote of the P.G.H.S.A.A. Board of Directors.

As the Board of Directors meet only a few times a year, a timely and early submission of this form is suggested.

This form is only meant as a guide for your request. **You are encouraged to include any other documents, plans, drawings, photographs, testimonials etc. that will further aid in our decision process. In some instances it may be in your favor to invite a couple of Board Members to view your objective or function, where applicable, thus giving the board a clearer picture of your fund request. Or we may invite you to give us a presentation regarding your fund request.**

Your deadline Date to receive funds requested if awarded:	Name of person making request:	Name of group (if applicable)
	student teacher/coach	Department or Grade Level:
Date(s) of event:	Amount of request (please attach budget)	Number of students served by request:
Name of Event: if applicable		Will this request serve new groups of students beyond this year? Yes No
Contact Person (NAME)	Home Phone	Alternate Contact Person Name:
	e-mail	
Best time to contact:	cell/other	Phone:
Mailing Address: (for funds if awarded)	City	State & Zip
Item(s) requested (be specific) Use separate sheet if necessary.		

Reason(s) for request. State need and expected benefits.

What other sources of funding have you explored? What were the results?

POSSIBLE VENDOR
Item _____
Vendor _____
Price _____

POSSIBLE VENDOR
Item _____
Vendor _____
Price _____

POSSIBLE VENDOR
Item _____
Vendor _____
Price _____

***PLEASE
ATTACH
BUDGET**

* i.e. how you plan to spend this money if applicable.

Signature of person completing application

Signature of the Principal of Pacific Grove High School
(Does not necessarily endorse any projects.)

DECISION

We are awarding you \$: _____ and request a written or oral report following your event.

The board has declined to fund this project at this time.

Signed: _____ Date: _____