



PTA GRANT AGREEMENT

PTA DONOR INFORMATION

PTA Name: _____

Recipient School: _____

PTA Officer: _____ Position: _____

Date Submitted: _____ Phone No.: _____

GIFT INFORMATION – SUPPLIES OR EQUIPMENT

Description: _____

Purpose of Donation: _____

Estimated Value: \$ _____

GIFT INFORMATION – MONETARY GRANT

Purpose of Donation: _____

Amount of Monetary Gift: \$ _____ Check No.: _____

_____ Dollars

AGREEMENT

It is agreed that the Grant Funds will be spent for the stated purpose before: _____.

Upon request, the district will provide a complete accounting of the expenditure of the Grant Funds to the PTA. Unused or unexpended funds may be refunded to the PTA upon written request. The school district agrees to maintain the above described property at the indicated school of origin for the useful life of the equipment.

APPROVAL(S)

PTA Officer: _____ Date: _____

Principal: _____ Date: _____

District Administration: _____ Date: _____

Required for all donations \$2,500 or greater

*Any gifts to the District or to an individual school or department of money, or equipment **having a value of \$5,000 or greater shall be subject to Board approval and Superintendent authorization.** All gifts shall become District property. ([District Policy 6114](#))*

Superintendent: _____ Date: _____

Adopted: June 1, 1998 Renumbered: April 2013 Updated: September 2023
Revised: November 16, 1998 Revised: October 19, 2007