



CR BOOSTERS

Columbia River High School, 800 NW 99th Street, Vancouver, WA 98665 (360-313-3900)

GRANT APPLICATION

APPLICANT(S): _____ DATE: _____

EMAIL/PHONE: _____

GROUP/CLUB/SPORT TO BENEFIT: _____

AMOUNT REQUESTED: _____ WHEN WILL FUNDS BE SPENT: _____

Guidelines: 1. Must be a Booster Member to apply. 2. Application must be received seven days before a General Meeting for review by Board. 3. Every application subject to acceptance, modification or denial by General Membership. 4. Dollar per student weighted heavily. 5. Any unused funds as a result of this grant will be returned to CR Boosters unrestricted funds. 6. Must be an established CR group/club/sport.

APPLICANT MUST BE PRESENT AT GENERAL MEMBERSHIP MEETING TO PRESENT AND ANSWER QUESTIONS FOR GRANT, UNLESS \$500 & UNDER BOARD CAN APPROVE. _____ Initials

WHAT ARE FUNDS NEEDED FOR? Attach any research on cost and include enough detail about how funds will be spent to ensure Board/members have sufficient information to reach a decision. (i.e. Who and how many people will these funds benefit? How will they benefit, especially students?)

Please confirm with the Business Office and/or Principal that the school/school district does not have funds available for this request BEFORE submitting. _____ **Initial** here that this has been done.

IMPORTANT: Once grant is approved and payment or reimbursement is needed, you must fill out a **DISBURSMENT REQUEST & attach all receipts/invoices.** (Form on our website or in school mailroom Boosters cupboard. Instructions on form.)

DATE RECEIVED BY CR BOOSTERS TREASURER: _____
Date Approved by General Membership: _____ or Board: _____
Date Denied by General Membership: _____ or Board: _____
Reason Denied: _____
MODIFICATIONS/ AMENDMENTS: _____ _____ _____
DATE APPLICANT NOTIFIED OF APPROVAL OR DENIAL: _____