

SMS PTSA BUDGET REQUEST

Date: _____

Submitted By: _____

Submitter Contact info (phone)_____ (email)_____

Total Amount Requested: \$ _____

Detailed explanation of funding request:

Additional information may be included on a separate sheet if needed.

Date Reviewed by Budget Committee: _____

Budget Committee's Recommendation :

Approve ____ Disapprove ____

Comments:

Date presented to PTSA for action:

Action taken: Approved _____ Disapproved _____