MIAMI BEACH SENIOR HIGH PTSA

U.S. GRANT RFF – GIFT

**INSTRUCTIONS:**

**Complete** this 1-page RFF (Request for Funds). Leave NO blanks.

**Obtain** Authorization signatures (below).

**Submit**  this Application to Lisa Kauffman (lisazkauffman@gmail.com) or leave in the PTSA mailbox in the main office.

**Remember —** You must be a current member of the MBSH PTSA to request grant money. If this is a department RFF, all teachers in the department must be PTSA members.

Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Approximate # of Students to Benefit \_\_\_\_\_\_\_\_

Name of Academy, Class, Club, Dept, Organization or Team: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**OVERVIEW:**

The purpose of this money is to provide financial assistance in the form of a gift, to benefit the students of Miami Beach Senior High. The money, once approved by the U.S. Student Grant Committee, will be delivered to the responsible adult. There is no limit to how many times a group can submit an RFF.

**Amount:** \_\_\_\_\_\_\_\_\_\_\_\_\_ Maximum request is $1,000.00. ***Three (3) quotes must be attached*** as supporting documentation. **Required funding date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Check Made Payable To:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Description – This money will be used…**

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**AUTHORIZATION SIGNATURES**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Department Chair Mr. Donohue, Principal Applicant