



VRA PTO Funds Request Form

Please fill out the entire form and have it signed by the principal prior to submitting to the PTO via the PTO mailbox or emailing vraptopres2021@gmail.com. Funds requests will be added to the agenda of the next monthly PTO Board meeting and put to a vote. Please ensure all questions are answered and attach additional documentation or reference materials if needed. If technology is involved, the technology specialist must also approve the request and include the district device specifications and cost.

What needs to be purchased?

What is the approximate cost (include quote/website)?

How will these items be used?

How long will these items last?

Will updates, additional spending be necessary?

How many students will benefit?

What grade levels will benefit?

What is your timeline to implement?

Name: _____ PTO Member: Y/N

Technology Specialist: _____ Date: _____

Principal Approval: _____ Date: _____

PTO Status: _____ Date: _____