



# FUNDING REQUEST FORM

## Trinity Elementary School PTO

2811 7<sup>th</sup> Street East  
West Fargo, ND 58078

TODAY'S DATE	ITEM(S)/EVENT(S) REQUESTED

PERSON MAKING THE REQUEST	COST OF ITEM(S)/EVENT(S) REQUESTED

HOW MANY STUDENTS BENEFIT	PLEASE EXPLAIN HOW THIS REQUEST FITS WITHIN THE CURRICULUM

WHICH CORE VALUE IS SERVED	PLEASE EXPLAIN HOW THE CORE VALUE IS SERVED

IS THIS REQUEST TIME SENSITIVE	IF SO, BY WHAT DATE IS AN ANSWER NEEDED AND WHY IS THIS REQUEST TIME SENSITIVE

ANY ADDITIONAL INFORMATION YOU WOULD LIKE TO PROVIDE

\_\_\_\_\_  
Please sign your name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mrs. Flieth

\_\_\_\_\_  
Date

Please provide all Funding Request Forms to Mrs. Flieth at least one week prior to the next PTO meeting.



# FUNDING REQUEST INSTRUCTIONS

## Trinity Elementary School PTO

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In order to provide a consistent funding request process for the PTO, please utilize the Funding Request Form for any request of the PTO for more than \$50.00. Please provide all completed Funding Request Forms to Mrs. Flieth at least one week prior to the next scheduled PTO meeting in order to have the funding request considered for the agenda. To assist you complete the form, please reflect on the following mission statements:

JPII Mission Statement: *To inspire excellence by teaching the total person and fostering the following of Christ, as taught by the Catholic Church.*

Trinity Mission Statement: *To serve the students, parents and faculty of Trinity through Learning, Excellence, Service, Faith and Community.*

Therefore, the Trinity Elementary School PTO, guided by both the JPII and Trinity Mission Statements, exists to support Trinity's core values defined below:

- a. **Learning** - Trinity expects our teachers and faculty to know and engage students, which includes knowing the academic standards they are to teach, identifying the different learning styles of each student and enhancing our students' physical, mental, social and spiritual development.
- b. **Excellence** - Trinity expects our students to perform to the best of their ability, demonstrate Catholic values, and abide by the JPII Code of Conduct.
- c. **Service** - Trinity will encourage students, parents and faculty to share their talents in service to Trinity and to anyone else in need.
- d. **Faith** - Trinity will adhere to our Catholic faith by praying with our students daily, interacting with and relying on our priests and the Church for guidance, encouraging students to use their talents to share their faith and by making our faith consistently apparent to those we encounter.
- e. **Community** - Trinity will work together, build trust and listen actively to one another by fostering the community of Christ.

Funding requests which support and build up Trinity's core values will be viewed favorably and considered for support. Funding requests shall also fit within and enrich the curriculum. The person making the funding request must be present at the PTO meeting in order to present their request and answer all questions. Timing of PTO fundraising efforts may affect timing of funds availability.

Please speak with a member of the Trinity Elementary School PTO Board if you have any questions or concerns.