

Jackson Grammar School PTO Donation Requests

The Jackson Grammar School Parent-Teacher Organization (PTO) prides itself on being a support system for our students, teachers, and parents. We use the funds raised from the several fundraising events we host throughout the year for things such as special projects, scholarships, and general needs that the school district does not or can no longer fund.

The following guidelines have been established in order to be fair to everyone with ties to the Jackson Grammar School who requests assistance from the JGS PTO.

- The PTO has a budget of approximately \$400 to donate to individuals and groups per academic year: \$200 in the Fall and \$200 in the Spring. This \$400 is separate and apart from the \$200 allotted to classrooms and programs in our annual budget.
- Donations are awarded on a first-come, first-served, rolling basis. When the \$200 limit has been reached, no further donations shall be made for that semester.
- Any money not awarded at the close of each semester is put back into general PTO funds. It is not rolled over.

- A one-time monetary donation may be considered per individual or group, per year, to help fund things such as competitions, performances, trips, school parties, and other special events.
- Requests may be made to the PTO to supply things such as books, tools, equipments, and other things pertinent to building an educational foundation for both students and teachers.
- The PTO will consider monetary or material donations for things such as benefits, silent auctions, fundraisers, and more.

We consider donation requests on a case-by-case basis.

Please fill out the information below and submit to the PTO by giving it to JGS Principal Gayle Dembowski. Upon receipt of your request, you will be asked to attend the next JGS PTO meeting to present your request in person. Additionally, when appropriate, you will be asked to present follow-up information about your request. We would love to hear about what good things you are up to so presenting should be fun!

Date _____
Contact Name _____
Phone Number _____
E-mail Address _____

Event _____
Date of Event _____
Donation Requested _____

Additional Comments _____

