

Reagan PSG 2025-2026 Grant Request

Guidelines:

- Funds, upon approval, will be distributed on a 'first come, first considered' basis.
- As long as the funds are available, there is no minimum or maximum dollar limit per request.
- PSG grants will be discussed between board members and at quarterly PSG meetings.
- Items shall be purchased by the teacher and reimbursed once receipt is submitted to PSG. PSG will reimburse within 1 week. (Alternative arrangements, if required, will need to be coordinated with one of the PSG Treasurers.)
- All items purchased with Reagan PSG grant funds become property of Reagan Elementary School and are to stay at the school which the items were purchased for.

Date Submitted: _____

Name of Requestor(s): _____

Grade Level/Special Area: _____

Amount requested: _____

Please describe your request. Include the objectives and how the activity/materials will enhance student learning.

Your request will be discussed by PSG board members and at the next PSG meeting.

Please place a hard copy in the PSG mailbox. If you have an urgent request that cannot wait until the next PSG meeting, please note that on your request, and email PSG.

Received by: _____ Date: _____ PSG Meeting Date for Discussion: _____

Resolution: _____