



Sacred Heart
Girls' College
HAMILTON

PTFA Funding Application

1. Faculty, group or an individual can complete this application requesting funding from PTFA.
2. All applications are then to be emailed / sent to the PTFA Secretary at least one week prior to the PTFA meeting (ptfa@shgcham.school.nz)
3. The Principal will review / sign off the application to ensure the money is not available from other MOE funding and is in line with our strategic goals.
4. Application is to be sent to PTFA Secretary (ptfa@shgcham.school.nz)
5. Applications are considered by the PTFA on a case-by-case basis and may not be for the full amount applied for.
6. When applications are reviewed, previous amounts granted to the group/individual will be considered.
7. **Please acknowledge** the support provided by the PTFA where applicable i.e. newsletter, email to the committee, etc.

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|---|-----------------------|
| Applicant Name: | |
| Phone: | Email: |
| Faculty/Group/Individual who is requesting funding: | |
| Date submitted: | Date of event: |
| Amount of funding requested: <i>[Quotes or invoices must be attached to support your application]</i> | |
| What other fundraising activities have been undertaken or planned: | |
| Outline what the funds will be used for: | |

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|-----------------------------------|--------------|
| Applicant: | |
| Signed: | Date: |
| Catherine Gunn, Principal: | |
| Signed: | Date: |

PTFA Response

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|-------------------------------------|-----------------|---------------------|
| Funding application: | Approved | Not Approved |
| Amount Approved: | | |
| Signed by PTFA Chair: | | |
| Signed by Financial Officer: | | |