



2014-15 Discretionary Request Form

The **APS Education Foundation** tries to provide assistance to schools and classrooms for projects and needs that may fall outside our regular grant opportunities. Depending on the financial level of the request, the decision may fall to the Foundation's Executive Director, Disbursement Committee or full Board of Directors.

The intent of **Discretionary** funding is to address immediate or emergency needs. It is not seen as an alternative funding source if other requests to the Foundation have been turned down.

These funds are **limited** and are **subject to an annual budget** overseen by the Foundation Board of Directors.

STEP 1: CONTACT INFORMATION

Date (mm/dd/yyyy): _____

Contact Name: _____

School: _____

E-mail address: _____

Telephone numbers – Work: _____ Cell: _____

STEP 2: FUNDING REQUEST

1. How much funding are you requesting?
2. Is this an emergency need?
3. When are these funds needed?
4. Have you applied for a Foundation grant during this school year, and has that request been granted or declined?
5. Please outline the need or project for which you are requesting funding.
6. What other funding sources are you seeking?
7. What activities will be funded as a result of Foundation assistance?
8. How will Foundation assistance aid the educational mission of your classroom/school?
9. Has the School Principal agreed to this request for funding?

For more information, contact Executive Director Phill Casaus at 878-6165 or casaus@aps.edu

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