



Request for Funding from Boosters General Fund

School faculty, administration and coaches may use this form to request Booster funding. Please provide as much detail as possible.

For requests from the General Fund: submit this form NO LATER than seven (7) days before a Boosters meeting (held every third Thursday of the month). Requests that are submitted less than one week before a Boosters meeting may not be discussed and/or voted on until the next month's meeting.

For requests from the Coaches' Fund: submit this form as soon as you are able. The Coaches' Fund is designed to support student-athletes in need. We recognize that these requests may not conform to a timeline. Be aware that, while all requests will be considered, requests for reimbursement are not guaranteed to be honored.

Please be prepared to discuss this request in person at a Boosters meeting. Coaches are strongly encouraged to bring a team representative to present a request from the general fund.

Today's Date: <small>NOTE: Your request will expire 6 months from this date.</small>			
Organization Requesting Funding:			
Name of Person Submitting Request:		Position with Organization:	
Email Address:		Contact Phone Number:	
Detailed description of reason for funding request:			
Amount requested:			
Source(s) of other funding and amount:			
Date money is needed:			
Name and Address of Organization check needs to be payable to:			
Signature of Person Submitting Request:			
If a team is requesting funds, signature of a second authorized representative is required:			
School Administration Signature (if donation is being made to LCSD):			