



School Year 2024-2025

Niwot Elementary School PTAC Grant Request Form

The PTAC grant program is pleased to disperse funds directly to Niwot Elementary School teachers for PTAC Board approved proposals. Requests may include supplies, technology, equipment, curriculum adjuncts, learning aids, etc. The proposal(s) should benefit the entire school community, grade level and/or particular classroom.

The PTAC holds monthly board meetings, during which time submissions for funding shall be considered and voted on. Accordingly, requests for funding at this time should be submitted as soon as possible.

**There will be opportunities each month until funds are used.*

Please submit all requisite information, along with this form, to secretary@niwotptac.org. Actions taken by the Board can be seen by reviewing the Board's Minutes from its respective meetings on the website.

***** Amazon gift cards received shall be used *prior* to a request for additional funding.**

Note: PTAC is exempt from paying sales tax on purchases for school use. If you need a copy of the tax exemption certificate, or have any questions, contact: Maggie Marcoux: treasurer@niwotptac.org

- Request for reimbursement (prior authorization necessary)
- Request for payment by PTAC

Contact	Name
	Phone
	Email

Please describe the proposal in detail (please include an additional page if more detail is needed):

Name: _____ Date: _____

Total Amount Requested \$ _____

PTAC Treasurer's Use Only		
Date Paid: _____	Check # _____ or Credit Card Used	Amount \$ _____
Accounts Debited: _____		