



Torrington Public Schools

MICHAEL J. WILSON
SUPERINTENDENT

SUSAN B. FERGUSON
ASSISTANT SUPERINTENDENT

Fundraising Proposal Form (Appendix A)

Please complete and submit this proposal form to your building principal no less than 30-days prior to the commencement of the fundraiser. Board of Education approval will be needed for all activities that are expected to raise more than \$2,000.00.

I am proposing a fundraising event from _____ to _____
date date

to support _____
name of club school

contact person _____
name phone

Explain the fundraising activity: _____

Specify the instructional objective(s) and/or the educational experience that this fundraiser will support:

Explain how the anticipated funds will be exhausted: _____

Number of students involved: _____ Grade/Subject/Club: _____

Anticipated collection amount:* _____

*All events over \$2,000.00 require Board of Education approval.

Anticipated use of carryover funds if not exhausted: _____

For each student requiring special accommodations, specify how these needs will be met. _____

Teacher

Date

Administrator

Approval date

Superintendent (per BOE)

Approval date

Status:

_____ Approved

_____ Not Approved