



Fundraising Application

**WE APPRECIATE YOUR INTEREST.
WITHOUT YOUR HARD WORK AND DEDICATION, WE CANNOT BE SUCCESSFUL.**

To further organize our fundraising efforts, we are instituting the use of a fundraising application form. There are a lot of great ideas for fundraisers, and as you can imagine, it's impossible to implement every idea. So, we are instituting a process to review each fundraising concept to ensure that we are scheduling a variety of events. In addition, we need to evaluate the audience for each opportunity to make certain that we are not over engaging our school families, but spreading the activity into our parish and community.

If you have an idea, please complete the attached form and submit it to Ellen Kline at klineellen@comcast.net. Your request will be reviewed by the Fundraising Committee and as appropriate, the PTG Board. You will be notified if your fundraising event is approved. Each fundraiser conducted must be reviewed and approved prior to implementation. We appreciate everyone's interest and are delighted to receive concepts for review.

— The Fundraising Committee and PTG Board



Fundraising Application

Submitted by: _____ Date: _____

Proposed Event Information

1. Fundraiser event name:	
2. When do you want to conduct this fundraiser?	
3. Fundraiser location (<i>Please note, if you wish to use Newmeyer Hall, we need to check availability</i>):	
4. Who is your audience? (<i>school, parish, community, etc.</i>)	
5. Is this a new fundraiser or an event that was held last year?	
6. If we conducted this fundraiser last year, what was the profit?	\$
7. If this is a new initiative, what is the anticipated profit?	\$
8. What is the proposed budget?	\$

Project Management (Chairperson)

9. Who will chair this event?	
10. Chair contact information (<i>email and telephone number</i>):	
11. Do you have volunteers in place, or do you need to solicit assistance to run this event?	

Other Considerations

Please provide any additional information you feel is relevant.

Please complete as much of the above information as possible; however, not all information is necessary in order for the concept to be submitted for review. Completed applications need to be sent to Ellen Kline via email at: klineellen@comcast.net. You will be notified if your fundraiser is approved, and if approved, you will receive additional information to help you run your event.