

**International Community School PTSA  
Budget Request Form**

Submitted by:		Phone:	
Committee:		Email:	
Date:		Net funding requested:	

Please email completed budget requests to [budgets@icsptsa.org](mailto:budgets@icsptsa.org). This document can be completed by typing in the fields. Please use additional pages as needed.

<b>PURPOSE:</b> Please briefly state the objectives of your activity or purchase and why PTSA funds are needed.

**EXPENDITURES:** Please provide descriptions of the proposed expenditures. Please include all expenditures below, not just those that will be funded by the PTSA and see Sources of Funding section further below.

Category	Description	Amount
Equipment & Furniture:		
Supplies:		
Food:		
Registration Fees:		
Travel & Lodging:		
Books & Software:		
Other:		
	<b>Total Estimated Expenditures</b>	

**SOURCES OF FUNDING:** Please indicate net amount requested from PTSA and all other sources of funding.

Sources of Funding	Amount
Net amount of funding requested from the PTSA (please also enter at top of form)	
Dues or fees paid by students	
Other amounts paid by students	
Other sources of funding (please describe below):	
<b>Total Estimated Funding</b>	

<b>Estimated Number of Student Participants in Activity or Club</b>	
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