



Ida B. Wells Booster Club

Funding Request Form

Please turn in completed forms to the Booster Club mailbox in the Main Office
or email it to: funding@ibwboosterclub.org

Date:	Amount Requested:	Date Funds Needed:
Request From:		
Contact Name:	Email:	Phone:
Coach / Advisor:		
Parent Liaison:		
(1) Please attach a roster of the students involved in this team/club/organization (include parent names).		
(2) Funding Request Summary		
(3) Have you done any fundraisers? Plans for Future Fundraisers? Please summarize your fundraising plans, including amount of funds raised to date.		
(4) In what way do you currently support OR are planning on supporting the Booster Club's fundraising events? (Ex. Volunteering at Concessions, Christmas Tree Sales shifts, Membership promotion)		

(please see reverse for additional info)

Additional Instructions/Requests

1. Attach a summary of your funding request including estimates for each item (details of how the funding will be spent).
2. Once the item(s) are purchased, please provide Booster Club with a receipt or order confirmation within 30 days.
3. If scholarship or funded amounts are not used in full (FOR INTENDED PURPOSE) please notify Booster Club immediately.

General Expectations for all Teams/Clubs/Organizations Making Funding Requests

1. The name of your **Parent Liaison** is required from your Team/Club/Organization who will be responsible for establishing a method of communication between parents/guardians and members of the group.
2. It is a requirement that either at least **50% of your parents/guardians have a current annual membership** with the Ida B. Wells Booster Club OR you show the effort made to advertise and encourage Booster membership to your team or organization.
3. Funding requests require demonstration of **active participation in Booster Club events**. These events include:
 - a. Staffing Concessions at all Home Games/Events
 - b. Committing time at the Christmas tree lot
 - c. Volunteering at other Booster Club events

Funding Guidelines

The Ida B. Wells Booster Club will consider all Funding Requests, and typical guidelines are below. Our mission is to support sports and clubs at Ida B. Wells High School. We want to work with your group so if you have any questions please contact: funding@ibwboosterclub.org

The following requests are typically approved by Boosters:

- Equipment that is above what PIL funds/will replace
- Tournament Fees (one per year)
- Expert coach/teacher/class
- Student Scholarships (sports fees)

The following types of items are not typically funded by Boosters:

- Personal apparel/clothing that doesn't belong to school
- Uniforms, unless a non-PIL club
- Food/Team or Club Dinners
- Items that have already been purchased
- Trips that aren't associated with league play

2021/22 Booster Meeting Schedule

Booster Meeting:

September 13
October 13
November 8
December 13

Funding Request Due By:

September 6
October 6
November 1
December 6

Booster Meeting:

January 10
February 14
March 14
April 11
May 9

Funding Request Due By:

January 3
February 7
March 7
April 4
May 2