



Aledo Education Foundation Fast Cash

Request Form

Complete ALL questions and submit one month in advance.

Campus/Department	
Address:	
Contact/Title:	
Email:	
Phone:	

Is Principal/Administrator aware of presentation? _____

Title of Presentation: _____

<u>Project Description and Purpose: (attach separate sheet if necessary)</u>

Define need & build your case for your request, answering the following questions:

Why is funding needed?

Have you applied for an AEF grant in the past? (If yes, explain what you applied for, date, and amount approved)

What challenges exist?

Have you looked at other resources for funding?

Approximately, number of staff or students impacted: _____

Event Date (if applicable): _____

Deadline funds are needed: _____

Total amount needed (up to \$2500.00): \$ _____

***If your request consists of product and/or equipment, the Aledo Education Foundation would like to confirm you have solicited quotes from the Aledo School District's approved vendor list.*

Budget breakdown for request showing specifically how funds will be expended:

Required

School/Department budget code to deposit funds if approved: _____
(Check will be taken directly to the business office for deposit)

Email your application to:

Aledo Education Foundation
Attn: Shawn Callaway
Shawn@aledoef.org
817-441-8327

For Office Use Only:

Presentation Scheduled: _____ By: _____	
AEF Approval _____	Date _____
Request Approved: _____	Summary received : _____
Denied: _____	Reason: _____