



# PHS ATHLETIC BOOSTERS FUND APPLICATION PROCESS

Coach or Rep	<b>Step 1</b>	Download and Complete the <i>Fund Request Form</i> (Word document).
Coach or Rep	<b>Step 2</b>	Include any supporting documents (price sheets, catalog pages, etc)
Coach	<b>Step 3</b>	Submit (email recommended) your Fund Request Form and any documents from step 2 to your Athletic Director (in electronic format) to: <b>Rebecca Schliz:</b> <a href="mailto:rebecca.schilz@d214.org">rebecca.schilz@d214.org</a> or <b>Daniel Deboeuf</b> <a href="mailto:daniel.deboeuf@214.org">daniel.deboeuf@214.org</a>
Athletic Director	<b>Step 4</b>	Review request for possible District/School Funding options. If funds are not available, submit to Associate Principal <b>Frank Mirandola:</b> <a href="mailto:frank.mirandola@d214.org">frank.mirandola@d214.org</a> for Booster Funding approval.
Frank Mirandola	<b>Step 5</b>	E-mail the completed Fund Request Form and any supporting documentation to the PHS Athletic Booster Grant Coordinator, <a href="mailto:prospectknightbooster@gmail.com">prospectknightbooster@gmail.com</a> . Subject line title should read ' <i>Booster Fund Request</i> '. Please CC the Athletic Director and Coach.