

John H. & Marcella K. Anderson Trust Referral Application



Allocations may be used to provide personal items, school supplies, clothing, or special needs for identified at-risk pre-school, elementary, middle, or high school students. An at-risk child is defined for this Trust as any child in need of financial care that will enhance their educational success. This referral is confidential. No one child may be served more than once in a calendar year.

Referrals may be submitted to Topeka Public Schools Foundation anytime during a regular school year. Referral applications will be reviewed and allocated by the TPSF Executive Board. In emergency cases, referrals may be awarded with the approval of the Foundation Board President. These referrals will be addressed on a first come, first serve basis until funds are depleted.

ITEM REQUESTED _____ APPLICATION DATE _____

DOLLAR AMOUNT REQUESTED _____ MAKE CHECK PAYABLE TO _____

CHILD'S NAME _____ DATE OF BIRTH _____

STAFF MEMBER REQUESTING & RESPONSIBLE FOR PROVIDING RECEIPT _____

SCHOOL NAME _____ SCHOOL PHONE NUMBER _____

Briefly describe why this student is considered in need or at risk and how they will benefit by receiving a grant:

PRINCIPAL/ADMINISTRATOR'S SIGNATURE _____ SIGNATURE DATE _____

Foundation use only:

ALLOCATED BY _____ ALLOCATION DATE _____