



HSA/Faculty Start-Up Fund Request Form

Faculty,
 This form must be filled out when requesting funds from the IHM HSA. Only invoices approved by the HSA will be charged to their account. No invoices will be paid without this form and attached invoices/receipts. \$100 is available for Homeroom teachers and \$75 for Subject teachers.

Submissions are due on September 30th each school year.

Date of Request: _____ Teacher's Name: _____
 Grade: _____

Supplier	Quantity	Item #	Cost	Shipping	Total

Faculty Member's Signature: _____

Authorized HSA Executive Board Member: _____ Date: _____