

**RAPTOR ACTIVITIES BOOSTER CLUB**in support of Silver Creek High School

Page 1 – RABC General Fund Request Form
Page 2 – Disbursement Guidelines (reference document)

This form should be used by Silver Creek coaches and parent representatives when making a request to RABC for General Funds. Page 1 should be submitted to RABC via the mailbox in the front office or emailed to rabcpresident@gmail.com by the deadlines provided. Questions? Please contact Kate at rabcpresident@gmail.com.

**RABC GENERAL REQUEST FORM**

**Activity:**

**RABC Account Balance: as of Date**

**Have you already used your funds from the Athletic Department? Yes No**

**Amount of the Request: Total expenditure:
\*Two bids are required. Exceptions will be evaluated by the RABC Board.**

**How is the disbursement needed? (reimbursement or direct pay) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Item Requested (include description and purpose):**

**Describe the overall timing**

**Lifespan of Item:**

**Will anyone else benefit from this item?**

**Signature of Coach/Teacher: Signature of Athletic Director: Date:**

**RABC/Athletic Director/Fundraising
Disbursement Guidelines**

**District:** ($150 fee paid to Silver Creek goes directly to the District)
Pays for coaches and transportation
Pays for field/court/gym maintenance
Facility & Lane Rentals

**Funds Distributed to the Athletic Director:**
Gives an allotment to each tram to help pay for uniforms and other team needs
Basic equipment (balls, bats, rackets, starting blocks, etc)
Trainer’s Medical Supplies – RABC pays $1000, AD pays the balance
Letters, certificates, pins
Referees & Game Workers
Post-Season Fees
Entry Fees (for in season tournaments and golf green/tournament fees)
Signing Day Events

**Funds acquired through team/activity fundraising (at the direction of team/activity)**
Uniforms
Warms-ups/Jackets/Bags
Tournaments (out of season)
Food/Team Dinners/Banquets
Hotel Post-Season (if not reimbursed by the school) – for RABC to assist, it must be more than 125 miles away and a yearly max of $3000
Conference/State Champs/City Champs t-shirts/clothing
Patches
Senior Night Expenses
Facility & Lane Rentals

**Funds from RABC General Fund**
Capital Expenditures Needs for teams/activities/school – amount of assistance will depend on RABC’s Non-Designated Cash amount
Post-season expenses assistance (if not reimbursed by the host school) – for RABC to assist, it must be more than 125 miles away; total assistance for the year $3000
Athletic Trainer Supplies in the amount of $1000
Paint & Paper Supplies in the amount of $500
Homecoming Events & After Prom
Administrative Costs
School Store, Concessions, & Fundraiser Expenses
Membership Participation Award

**Funds from Parents (if not acquired through fundraising)**
Basic Personal Items needed for each team/activity
Food/Team Dinners/Banquets
Patches
Spirit Packs
Uniforms (non-retained by Silver Creek)
Coach Gifts
Senior Night Expenses