

# POINCIANA HIGH SCHOOL

## SCHOOL ADVISORY COUNCIL

### FUNDS REQUEST FORM

**BEFORE YOU BEGIN:** All **Funds Requests** must be submitted via email at least 7 days prior to the desired meeting to [Jeffrey.Schwartz@osceolaschools.net](mailto:Jeffrey.Schwartz@osceolaschools.net). All **Funds Requests** must be accompanied by a vendor's price quote with consideration to the most economical option. Upon the completion of the funded activity, requestor agrees to return to a future meeting to update the SAC committee on the outcome.

I have reviewed the accompanying **School Advisory Council Funds Request Guidelines** document to become familiar with the process for obtaining SAC funds.

<b>Project Title</b> _____	<b>Group Name</b> _____
<b>Contact Person</b> _____	<b>Contact Email</b> _____
<b>Date Funds Needed By</b> _____	<b>Amount Requested</b> \$ _____

What is the specific purpose of this request?

How is this request aligned to at least one of the current School Improvement goals for PHS?

<b># of Students Involved</b>	<b>Subgroup Involved</b>	<b># of Staff Involved</b>
<b>Vendor Name</b>	<b>Item Quantity</b>	<b>Cost Breakdown</b>
<b>Previously Funded?</b> Yes No	<b>Other Funding Sources</b>	<b>Amount Raised</b> \$

For SAC Committee Use Only		
Submission Date	Presentation Date	Follow-up Date
<input type="checkbox"/> Approved Amount: \$ _____	<input type="checkbox"/> Tabled (return date: _____)	
<input type="checkbox"/> Denied Reason: _____		
SAC Chairperson Signature		Principal Signature