

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 both PoincianaSAC@gmail.com and 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.

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

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?

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

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 _____