

REQUEST FOR USE OF DISTRICT PPEL FUNDS

Person requesting _____ Date _____

Principal or Supervisor _____

Signature of Principal or Supervisor _____

For planning purposes, what school year will item or area need to be purchased, repaired, or constructed? (Example: 2024-2025 school year) _____

Brief description of request _____

Estimated total cost including shipping, installation, trade in, etc. (Attach any quote.) _____

How was cost determined? _____

Why is this item needed? _____

Other information _____

Attach any other pertinent information or documents.

Return completed form to Tasha Whitman in District Office

Area below for district office use only

Tasha Whitman - Date received in district office and entered in Projects Requested But Not Prioritized section of Planning document _____