

LPE PTO, Inc. Funding Request Form

(All requests must be Reviewed & Approved prior to purchase)

Note: Use this form if the purchase is >\$50 and has not been included in a previous Plan of Work or Funding Request for the current budget year (July 2011 – June 2012).

Date: 11/23/11

Funding Request#: 43
(Assigned by PTO Treasurer)

Name: Maria Stewart Email (required): fundraising@lakepointeptto.org Department/Grade Level: Fundraising

1. If connected with an event or project, please name:

Pavers - 10th Anniversary

2. Is this request part of a contract (if so, attach copy of contract)? Yes (contract copy attached) ___ No

3. PTO line item if known: School Spirit

4. Estimated purchase detail (must be provided for funding requests over \$50.00)

Item	Quantity	Cost/Item	Total Cost
PAVERS (for 10 th Anniversary of Lake Pointe Elementary)	200	\$25.00	\$5,000.00
		Grand Total	\$5,000.00

If additional space is needed, please attach a separate sheet. Cost should include shipping. Please remember we are a 501 (c) 3 and therefore can not refund tax – use the Texas Sales and Use Tax Exemption Certificate.

5. What is the lifespan of item? 10 yrs. plus

6. If not immediately consumable, where will it be located/stored? in front of school

7. Are school/other funds available for this item (if yes, from what source)? Parents will pay \$25.00 per brick (for brick and installation).

8. Please explain how students benefit from this purchase and how many students will be aided by this purchase (e.g. grade level)?

Parents and students (all grade levels) will benefit as the bricks will mark LPE's 10th anniversary - similar to bricks bought and installed when LPE was opened.
Would you characterize this item as (please check all that apply):

educational/academic

educational/non-academic

other

Reviewed by Principal or Board Chair: <u>Tiffany Todd</u>	Date Received: <u>12/6/11</u>
Approved by PTO Board: <u>Tiffany Todd</u>	Date: <u>12/6/11</u>
Approved at General Meeting (if >\$500)	Date: <u>12-14-11</u>
Treasurer: <u>Tiffany Todd</u>	<u>12/14/11</u>

