



Pointer Education Partnership

FUNDING REQUEST

If requesting funds for a field trip please complete the "Field Trip Funding Request Form".

Please provide the following information.

Date of request : _____ Submitted by : _____

Item(s) to be purchased _____

Purpose/benefit of item(s) _____

Please circle the appropriate category:

technology classroom supplies student supplies/needs other

Administrator contacted ___ yes ___ no

Total cost of item: _____

Funding Requested _____

Method of funding (please circle): reimbursement or direct payment

Date of review by PEP _____

Action taken _____

If denied, reason _____

Authorization : _____

PEP meets on the 2nd Monday of each month.
Please time the submission of your request accordingly.