



Kolb PFC Special Funding Request Form

- Requests can be made by Kolb parents, teachers or staff and can be submitted to the PFC any time during the school year.
- Requests should be submitted 10 days prior to a PFC board meeting at which time the proposal will be discussed and voted upon.
- Please be very specific in your request indicating the price of the item, brand name, etc. (attach a copy of catalog page, webpage, or any other helpful information).
- For teachers - a signature from the principal is required in order to avoid items that might be paid for by the district.
- Specific guidelines and policies for using this form can be found at www.kolbpfc.org

Please note: Please email PFC President any Special Funding Requests.

Request:

Cost \$ + Tax \$ + Shipping \$ = TOTAL COST \$

Description of item requested and how Kolb students will be enriched by this particular item:

Requested by:

Date:

Grade/Department:

Email:

Principal Approval:

For PFC Purposes

Reimbursement to:

-OR-

Direct Purchase by PFC

Request Status Date:

Approved

Denied

Hold Date: