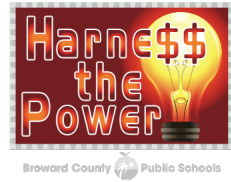


HARNESS THE POWER PROGRAM



APPLICATION FORM

DIRECTIONS

1. Submit each suggestion on a separate application form.
2. The suggestion must include present process and the proposed change.
3. The suggestion must identify a specific solution.
4. Calculations on cost savings/revenue impact or time savings **MUST** be submitted with application.
5. Attach sketches or drawings, if applicable.
6. Sign and date the suggestion. (Include signatures of ALL suggestors.)
7. Keep a copy of the suggestion.
8. Send suggestion to the Harness The Power Coordinator and send a copy to appropriate Supervisor for information purposes.
9. A receipt notification form will be sent to each suggestor.

Submitted by _____ Date _____

Department _____ Office Phone _____

1. Describe the suggestion (add extra sheets, if necessary):

 A. What will the suggestion accomplish or change?

 B. How is it being done now?

2. What are the benefits of the suggestion?
 A. **Cost Savings** – Attach a worksheet explaining anticipated savings and an explanation of how this figure was calculated.
 B. **Revenue** – Attach a worksheet of projected revenue that will result from the suggestion and an explanation of how this figure was calculated.
 C. **Other** (Explain): _____
3. Other Comments: _____

I/We agree that this suggestion is submitted in accordance with the provisions of the Harness The Power Program.

Signature _____	Date _____
Signature _____	Date _____
Signature _____	Date _____

Complete the **Harness the Power** application and e-mail it to
 HTP@browardschools.com or call the Employee Relations Department at
 754-321-2140 for more information.