

THE SCHOOL BOARD OF BROWARD COUNTY, FL

PROJECT APPROVAL FORM

This form must be completed and submitted to the Administration at least two weeks prior to the start of the project.

1. Name of Requesting Organization _____ Today's Date _____

2. Brief Description of Project

3. Date(s) requested: 1st Choice _____ 2nd Choice _____ 3rd Choice _____

4. Will the project or sale take place on the high school campus? _____
Specific Location _____

If the project or sale takes place off campus, specify the location and address:

5. Type of Project (check one)
Community Service _____ School Service _____ Faculty Relations _____ School Spirit _____
Citizenship Development _____ Fundraising _____ Membership Motivation _____

6. If the project is a fundraiser, state the purpose of the sale _____

7. Financial Report Due Date (If required) _____

After the project has received final approval any changes must be approved by the school's administration.

President of Organization

Teacher/Sponsor

Bookkeeper (if required)

Administrative Approval

Additional Approval (if required)