

BCS PTSA CLEARINGHOUSE
Staff Budget Request for 2012-2013

Forms Due no later than Wednesday, February 29, 2012

Submit to Adam Hartley and Patricia Chinn: ah07bps@birmingham.k12.mi.us & pc02bps@birmingham.k12.mi.us

Name of Committee or Group: _____

Chairperson or Contact Person: _____

Contact Phone Number or E-mail: _____

Please classify this item/activity as NEW, RENEWAL, or REPLACEMENT. *IF NEW*, please provide a statement on the back of this form indicating how it will be used in the classroom and how it will enhance the educational experience/improve the teaching experience.

Item/Activity for which funding is requested [1]:				Qty	Cost/ Item	Total Cost	Will this item require on-going funding (Circle Yes or No)		Amount Approved (PTSA Use Only)
Please list in order of priority:									
1. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
2. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
3. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
4. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
5. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
6. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
7. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
8. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
9. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____
10. _____	New	Renewal	Replacement	_____	_____	_____	Yes	No	_____

Budget Requested: _____ **Budget Approved:** _____

[1] Please consider all costs associated with the purchase of an item or the hosting of an activity. For example, will you incur costs for the installation of an item? Will construction or structural changes to the BCS facility be necessary? Will the items require periodic maintenance or servicing? Will there be additional custodial charges for the event?

PTSA Clearinghouse Co-Chair's Signature **Date**