

ERFAE Staff & Faculty Project Request



ERFAE meetings are held the second Tuesday of each month at 12:00 p.m. Requests must be submitted to your building principal two weeks prior to that time for action at the next regularly scheduled meeting. Please attach any brochure or descriptive picture of your request if available.

Name(s): _____ Date: _____

Building: _____ Department: _____

Amount Requested: \$ _____ (A request of \$500.00 or more must have a proposed project budget attached.)

of Classes/Students affected _____ Short or long-term project? _____

Other funding sources? _____

If so, amount requested? _____

Brief description of the project curriculum or equipment requested: _____

Expected outcomes: (How will this project, curriculum or equipment contribute to the overall education of the classroom?
How many students will be impacted by the project?)

Faculty/Staff Signature(s)

Date

Principal Signature

Date

ERFAE Project Committee Action:

Approved/Delayed/Denied Funded: \$ _____ Date: _____