



Request for Funds

This is a request for funds from the WBS Foundation. The expenditure for which these funds are to be used is not part of the approved WBS budget for the year. These funds, if available and approved, will be taken from the Foundation's general fund. This expenditure must be approved at a board meeting.

Date requested _____

Date funds needed _____

Amount \$ _____

Requested by _____

Reply to _____ Phone _____

Payment to _____

Purpose _____

Educational impact _____

Additional comments _____

For WBS Foundation Board Use Only

- Date submitted at board meeting _____ Approved Declined
- Revised _____
- Request for further information _____
- Requestor advised _____ Date _____ By _____