

DIRECTIONS

Upload this form with every DFS Requisition Request paid with federal funds.
Expenditures must align with the school's ACIP and Coordination of Resources form.

Purchase orders will not be approved without this form.

School Name

Select a School/Office

Principal

Date Submitted

DFS Requisition Number (if available)

FEDERAL FUND SOURCE

Check all that apply

☐ Title I ☐ Title II ☐ Title IV ☐ Title V

EXPENDITURE DETAILS

Vendor	Description of Expenditure	Cost	Item(s) to Be Used By

What Critical Initiative and Priority Statement in the ACIP does this purchase align with?

How will this purchase be utilized?

PRINCIPAL CERTIFICATION

By entering my name below, I certify that the expenditure aligns with the school's approved ACIP.

Principal's Signature (type full name)

Date