

NORTH PANOLA SCHOOL DISTRICT

"Leadership • Collaboration • Innovation"

Chad Spence, Superintendent



FEDERAL PROGRAMS PURCHASE REQUEST Justification Form

School: _____ Fund: _____

List and/or describe the item/service to be purchased with Title I funds or other federal source.

A. Supplemental: Is this purchase fulfilling something required by the district, mandated by the state?

☐ YES

☐ NO

B. Allowable: According to the plan of improvement, what goal or strategy will this purchase address?

C. Reasonable: Explain your researched comparative price. Which company was selected? Include Selection Rubric form if applicable.

D. Evidence-Based: If this purchase is software or a program, what is the evidence of its effectiveness?

Signatures:

Principal/Supervisor: _____ Date: _____

Federal Programs Director: _____ Date: _____

Before submitting to district office, have you attached:

☐ a signed requisition

☐ a completed justification form

☐ two quotes with like items

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