

**Title I/Title II-A
NSL, PD
ACSIP Compliance Checklist**

Purchase requests for use of funds from the following categories must be supported by either a building or district level ACSIP plan and need to be approved by building principals (or an authorized person) and the district fund administrator. Purchase orders for use of federal funds, or state categorical funds, should be approved by the Federal Programs Director.

Federal Funds: Title I, Title II-A

State Funds: NSL, P.D.

Complete this form and attach to all Purchase Orders requesting funds from the specified funds.

School: _____

Expenditure Purpose: _____

Fund Category: _____

Where are funds budgeted? :

District Plan _____

Building Plan _____

Amount Requested: _____ **Amount Budgeted:** _____

Comments: _____

Type of Fund: _____ Purchase Service (Tuition/Registration Fee, Travel, Online Software, Etc.)
_____ Salaries and Benefits (Substitutes, Stipends)
_____ Materials and Supplies (<\$1000)
_____ Capital Outlay (Furniture and Equipment) (>\$1000)

(Principal's/Authorized Signature)

(Director of Federal Programs' Signature)