

Funding Request For Approval / Future Project or Event Proposal Form



Intended Purpose

This form should be completed for all Doubleview Primary School formal funding requests, community or parent initiated projects, new P&C events to be considered as part of the annual budgeting process undertaken each year in term 4 by the Doubleview Primary School P&C Association.

This form should also be completed for DVPS formal school funding requests, community or parent led projects, or non pre-approved fundraising events in current year where P&C funds are required.

1. PROJECT OVERVIEW		
1.1	Funding Request, Project or Event name	Table Tennis
1.2	Brief description of the school funding / project / event. Please describe in 1-2 sentences what it is and high level benefits.	The school would like to purchase some high quality outdoor table tennis tables. This will provide another area for students to play.
1.3	What the timing of when the school funds are needed, project would like to commence or proposed event date? Please list the school term and year and or a specific date.	Funds needed by June.
1.4	Name and contact details of the person requesting P&C funds for the school, new project, or new event. You must be a Doubleview community member, school parent/guardian or carer; or the Principal (on behalf of the school). For a proposed future event where you know who would be on the event committee please list their names and emails.	Greg Fisher (on behalf of the school)

2. FUNDING REQUEST (all amounts should include GST)		
2.1	What amount needs to be funded by the P&C in this current school year? Please provide the total number only.	\$15,290.00
2.2	What amount needs to be funded by the P&C in the next School year? Please provide the total number only. This is the amount that will be allocated	\$nil

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	<i>in the P&C budget if the school funding request / project / event is approved.</i>	
2.3	Is there ongoing funding required in future years? <i>Please answer Yes or No and then provide details of what ongoing funding is needed. If ongoing funding is not available, is the project viable in one year alone?</i>	\$nil
2.4	P&C fundraising revenue (For events only) <i>If the request relates to a proposed future event that raise funds for the P&C please describe all expected fundraising revenue</i>	\$n/a
2.5	Breakdown of costs. <i>Please itemise all costs being requested to be funded by the P&C and any calculations used to derive the total amount (i.e the unit cost * # of students)</i>	
	Cost Description	Calculation (if applicable)
	Cost A 2x Hero (outdoor table)	\$7995 per table with \$700 discount when two tables are purchased.
	Cost B	\$
	Cost C	\$
	Cost D	\$
	Cost E	\$
	Cost F	\$
	Cost G	\$
	Cost 'X'	\$
	Total	\$15, 290.00
2.6	Assumptions. <i>Please document all cost assumptions you have made. If you have actual quotes please provide them along with this request form in one email.</i>	Please see attached.
2.7	Is other non-monetary P&C support required? <i>For example, ongoing management, working bees, school access outside school hours or during school holidays, plan a fundraising</i>	No

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	event to help raise the funds for this project etc.	
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3. PROJECT BENEFITS		
3.1	<p>How does the funding / proposed project / proposed event meet the needs of the school, and align with the school plan? The school plan is available on the DoE website here: https://www.det.wa.edu.au/schoolsonline/school_planning.do?schoolID=5150&pageID=AD25</p>	<p>Meets the needs of the school by giving students another option for play, primary for the upper primary students.</p> <p>Aligns with the school's business plan Strategic Area 3: A Safe and Supportive Learning Environment. In terms of social and emotional well-being for students. Also aligns with the school's beliefs interactive hands-on play or experiences; problem solving independently.</p>
3.2	<p>How does the funding / proposed project / proposed event meet and align with the P&C Mission, Values and Guiding Principles? Please be very specific which ones your request aligns to. You can find our mission, values, and guiding principles on the P&C website here: https://doubleviewprimarypnc.weebly.com/</p>	<p>Aligns with the P&C mission to provide a fun and positive learning environment. Meets P&C values and guiding principles – collaborate with others, respect (creating an inclusive environment).</p>
3.3	<p>Are there other project benefits not included above?</p>	<p>Towards the end of the year students (especially our older students) look for more options to play in. This area could accommodate up to another 16 students (8 per table with reserves).</p>

4. PRIORITY		
4.1	<p>Is the school funding / project / event time critical? Would the school miss out on a significant opportunity if this project is not funded immediately? Does the project need to be done now? Has event planning already started?</p>	No
4.2	<p>Alternative options Are there other ways to fund this School request / project / event – eg. Department of</p>	No

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	<i>Education, use a future approved P&C fundraising event to raise the funds, grants, free work from parents?</i>	
4.3	Opportunity Cost <i>If this request/ project / future event proceeds, are there any other existing programs or opportunities that may be adversely impacted?</i>	No

5. EXTERNAL APPROVALS		
5.1	Does this funding school request / project / event require school approval? <i>If unsure the P&C Executive can advise on this after consultation with the principal.</i>	No
5.2	Does this school funding request / project / event require Department of Education approval? <i>If unsure the P&C Executive can advise on this after consultation with the principal.</i>	No
5.3	Is this initiative likely to require approval from any other body? <i>For example, neighbours, council, other stakeholders, etc.</i>	No

6. CONFLICT OF INTEREST		
6.1	Do any of the people proposing this project need to declare a conflict of interest?	No
6.2	Are there any other potential conflicts of interest? <i>For example staff, external parties, members of the wider P&C.</i>	No

7. OTHER INFORMATION <i>Please feel free to add or attach any additional information that supports this submission.</i>		

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