

DUE THE FIRST WEEK OF APRIL

APPLICATION BLANK

**North Pacific Union Conference
EDUCATIONAL MATERIALS FUND**

Each elementary school and junior academy in the North Pacific Union Conference is eligible for three-fourths reimbursement on approved expenditures for educational materials up to \$200.00 per full-time teacher. The NPUC office of education will reimburse three-fourths (up to \$150.00) of this amount.

APPROVED PURCHASES

Bulletin board materials	Games	Charts
CD's	Manipulative devices	Models
Computer software	Resource materials	Reproducible materials

Funds are to be used for items to extend and expand the students' learning experiences. **They are not to be used for basic curricular textbooks or materials as required by the NPUC Textbook List, capital improvements or equipment, for a large outlay such as encyclopedias or regular classroom map sets.**

PROCEDURE

Questions regarding items not on the approved list should be referred to the local conference office of education where an authorization form for each school will be completed and sent to the union conference office. Disbursements will be made to the conferences by the union.

This request must be accompanied by supporting receipts listing materials purchased. All purchases will be the property of the school or teacher allocating the funds.

DEADLINE

The Montana Conference Office of Education deadline for receiving these applications is April 15. Requests received after this date may not be honored.

Amount spent by SCHOOL _____

Amount spent by TEACHER _____
Teacher's Name _____

Amount spent by TEACHER _____
Teacher's Name _____

____ Please have the check made out to the school
____ Please have the check made out to the teacher

Date

Principal's Signature