

Princess Anne High ICC Project Approval Form

Name of Organization _____ Date _____

ICC Representative _____ Position _____

Title of Project being submitted _____

Project Chairperson(s) _____

Committee Members _____

Location of Project _____

Beginning Date of Project _____ Ending Date _____

Has the committee sufficiently researched this project?	Yes	No	Unavailable
Reviewed Last Year's Project Files?			
Sought advice from those involved with the project last year?			

Project Proposal

1. Purpose – Specify what you want to do, for whom, and why. What is the goal of this project, and how does the organization plan to accomplish it?

2. Need - State the reasons why the organization would like to complete this project.

3. Plan – List the organization's step-by-step plan. Include what it will cost in money, man hours, or other resources. List equipment needed (microphone, projectors, etc.). Attach extra sheets. _____

4. Custodians []-Yes []-No Police []-Yes []-No

5. Chaperones (if required)_____

Organization Signatures

President's Signature

ICC Representative's Signature

Project Chairperson's Signature

Project Chairperson's Signature

Sponsor's Signature _____

FUND RAISING PROJECTS ONLY

Part I. Selling Items for Profit

Product Cost Per Item		Sale Price	
Number Purchased		Number To Be Sold	
Total Cost of Items Purchased		Anticipated Total Profit	

Part II Profit Making Event

Total Cost to Sponsor the Event		Number of Tickets To Be Sold	
Number of Tickets Made		Anticipated Gross Earnings	
Admission Price		Anticipated Net Earnings	

TO BE COMPLETED AFTER EVENT
FUND RAISER COMPLETION INFORMATION

Fund Raiser _____ Club/Account _____ Date _____
P.O. # _____ P.O. \$\$ _____ Cash Receipts Deposited \$ _____

Profit Earned \$ _____
(cash receipts deposited minus purchase order amount) _____ Sponsor's Signature

Copies to: SAC's Office (1) ICC Office (1) Bookkeeper (2)

ICC USE ONLY

Date Form Submitted _____ Date Read Before ICC _____

ICC Chairperson Signature Approved _____ Disapproved _____

Student Activities Director Signature Approved _____ Disapproved _____

Principal Signature Approved _____ Disapproved _____
