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LOWELL BAYSIDE ACADEMY PTA

“Enriching Our Children’s Learning and Growth Through Fun and Discovery”

Budget Amendment Proposal

Proposal: *Title or summarized phrase of proposal.*

Project Overview: *Describe the project/program and its specific goals.*

Benefits of Implementation: *Describe the needs to which the project/program responds and its value to the Lowell community. Include any statistics that support the proposal.*

Target Population: *Define whom the program will serve, benefitting the largest number of students.*

Timeline: *Include a timeline from program beginning to completion.*

Who Will Implement the Project/Program: *Identify individuals who will implement program and describe their responsibilities.*

Supports PTA Purpose: *Describe how this project/program meets the intent and purpose of the PTA.*

Program Budget: Breakdown program expenses and total cost. Identify which fundraising line item(s) to increase within current PTA budget to offset program cost and keep budget in balance.

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I am a Lowell PTA member and I agree to attend the Lowell PTA Association meeting scheduled for _____ to present this budget amendment proposal.

Print Name:	Phone:
Signature:	Date:

Note: Attach any additional comments or documentation. Please place in the PTA Lockbox or hand to the PTA President.