



New Program Request Form

DATE: _____

New Program Name and Description _____

Program Requestors Name _____

Requestors Contact Information: E-mail _____ Phone _____

Are you willing to chair or lead program? _____ Yes _____ No

What value to Lane School students does the program provide? _____

How have you gauged interest in the program? Or, how do you plan to promote the program?

What's the minimum number of students need for program to run? _____

What is the proposed budget for the program? _____

Are you seeking financial support from the PTO, or do you plan to charge students to cover the program costs? _____

What's the proposed start date of the program? _____

Evaluation Process	Date
Reviewed	
Approved	