

**Form
1**

REQUEST FOR OPERATIONS – FY 2010

**Oklahoma Commission on Children and Youth
Office of Planning and Coordination – Community Partnership Boards**


BUDGETS MUST BE SUBMITTED TO OCCY NO LATER THAN June 5, 2009.

Please return this completed form & attachments to:

Office of Planning and Coordination, Oklahoma Commission on Children and Youth, 500 N. Broadway, Suite 300, Oklahoma City, OK 73102

Name	
Organization	
Contact Information	
Fiscal Agent *	

* Fiscal agent agreement must be submitted with this form.

Projected Budget – July 1, 2009 thru June 30, 2010		
	Item	Amount
<p>The Total amount for board operations is \$500.00. To apply for board operations, please estimate the amount your board will spend on the items listed here:</p> <div style="text-align: center;">  </div>	1. Postage	
	2. Copy/Printing	
	3. Supplies	
	4. Travel	
	5. Refreshments	
	6. Other (Specify)	
	Total Board Operation Request	
<p>Total amount available for Special Projects is \$2000. To apply for Special Project Funding, complete and attach a Form 1(a). Special project money will be available on a first request basis. Your board does not automatically receive special project money. The request for special project money <u>must be approved</u> by the Office of Planning and Coordination.</p>		
<p>Are you requesting Special Project money? If you answer ‘YES,’ please complete and attach <i>Form 1(a)</i>.</p>	Yes _____	No _____
<p>To be eligible for special projects, Form 1(a) must be completed and returned no later than June 5, 2009. You will not be reimbursed for <u>any</u> expenditure made before a purchase order is issued on operations or special projects.</p>		

_____ Board Chairperson

_____ Date

_____ Office of Planning and Coordination approval

_____ Date