Complete this form only for individual equipment items which cost more than $5,000 and last more than one year.

USD Name USD Number Date

Contact Name Phone

Specify the program funding the purchase. Possible programs are: Title I, Title II A, Title III A, Title IVA, 21st Century Community Learning Centers, Migrant, ESOL/Bilingual, and At-Risk.

| **Program Funding the Purchase** | **Kind of Equipment\* (Description)** | **Manufacturer and Model Number** | **Building Where Equipment Will Be Used** | **Quantity** | **Unit Cost** | **Total Cost** |
| --- | --- | --- | --- | --- | --- | --- |
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Please indicate the activity for which the above listed equipment is to be used and how it supports the designated program(s):

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\*Equipment is distinguishable from supplies in that it will last more than one year and will have an acquisition cost of $5,000 or more per unit. As a reminder, one must have prior approval to purchase equipment over $5,000. If any equipment is to be purchased, one must have the necessary funds in the approved budget on line item #700 Property. Also, the district is to maintain an updated inventory list of any equipment purchased with the funds listed above.