



DEPARTMENT OF EDUCATION

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Judith T. Won Pat Ed.D.
Superintendent of Education

END USER'S
FSAIS CLEARANCE FORM
Requisition Routing Form
(Authorization and Clearance)

Requisition # _____

Requested By (Division/School/Program): _____ Date: _____

Type of Procurement: _____ Invitation for Bid (IFB) _____ Request for Proposal (RFP) _____ Small Purchase Contract

_____ Federally Funded: US Ed Funded

- _____ US Ed Approved
_____ Budget Narrative
_____ Program Narrative

_____ Federally Funded: USDA & HHS Funded

_____ Locally Funded:

Technology Clearance (FSAIS):

Type of equipment being procured: _____

[] Request Approved [] Request Denied

Print & Sign Authorized Approver (FSAIS) _____ Date: _____

Reportable Property (Property Management Office)

[] Request Approved [] Request Denied

Print & Sign Authorized Approver (PMO) _____ Date: _____

State Program Officer's with oversight of Consolidated Grant Projects are included in the requisition workflow within the Munis System. Compliance will be reviewed during the approval process.