

# **BUDGET JUSTIFICATION FORM**

Library Monitoring Rubric - Section 2.4

School Library Guide - Section 6.2

## **MISSION STATEMENT**

**PROBLEM STATEMENT** (What issues/deficits/learning programs/school goals are you addressing with this budget? Include size, age, and condition of existing materials if applicable):

**COLLECTION GOALS** (What materials do you plan to buy? Address of existing materials if not addressed in problem statement, expected use of materials, or other clarification.

## **YEARLY BUDGET PRIORITIES**

# BUDGET JUSTIFICATION FORM

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<b>ACTION PLAN</b>			
<b>Budget Request</b>			
<b>Funding Level 1</b>	<b>Funding Level 2</b>	<b>Funding Level 3</b>	<b>Funding Level 4</b>
Impact Statement	Impact Statement	Impact Statement	Impact Statement
Address Priorities	Address Priorities	Address Priorities	Address Priorities
<b>Goal</b>	<b>Collection Area/ Yearly Priorities</b>	<b>Items</b>	<b>Amount</b>
<b>Subtotal</b>			
<b>Grand Total</b>		<b>Total Cost of Processing/Shipping</b>	
		<b>Grand Total Cost</b>	



**MS Department of Education**

SCHOOL LIBRARY PROGRAM