

## Action Item 4b: Outreach Subcommittee Purchase Proposal

**Date:** 8/18/2025

**Requestor Name:** Outreach Subcommittee

Vendor	Item	Quantity	Link	Price	Notes
TBD	Food			\$1000	
TBD	Incentives			\$500	To encourage participation
	Incidentals			\$500	Other expenses related to event

**Total Cost of All Items:** \$2,000

**\*If total cost is \$500 or more, then a Steering Committee Vote is Required**

**Justification for Purchase:** Using Outreach Funds to purchase food, incentives and incidentals for the October 15, 2025 Event

**Outreach Subcommittee Co-Chair Signature:** \_\_\_\_\_

**Steering Committee Co-Lead Signature:** \_\_\_\_\_