

Los Angeles Unified School District
The Office of Partnerships and Grants



PARTNERS FOR STUDENT SUCCESS PARTNER MATCHING FUND

WORK ORDER – EXHIBIT E

PARTNERS FOR STUDENT SUCCESS (PFSS) WORK ORDER FORM
CONTRACT (Agreement) NO. _____

Work Order No. _____ by the _____ (name of school requesting services) is effective as of _____, between the Los Angeles Unified School District (LAUSD) and _____ (name of Partner).

1. Scope of Services:
(attach pages if necessary)

2. Period of Performance:
(attach pages if necessary)

3. Deliverables:
(attach pages if necessary)

4. Staffing and Rates:
(attach pages if necessary)

Billing Schedule

Dates of Service	Cost	Invoice Date

Los Angeles Unified School District
The Office of Partnerships and Grants



PARTNERS FOR STUDENT SUCCESS PARTNER MATCHING FUND

IN WITNESS WHEREOF, the parties hereto have executed this Work Order under the Contract referenced above.

NAME OF SCHOOL

CONTRACTOR

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Instructions to Partners

Upon receipt of the eligible school's request, Partner shall, pursuant to the Program Elements and Price Schedule of the Agreement prepare this document for signature by Partner and the authorized school representative.

Instructions to Eligible Schools

The Eligible School shall create an SAP Shopping Cart (SC), and attach the signed Work Order to the SC, using Product Category 96102 (Administrative Services, All Kinds), to route the SC to the Professional Services Procurement team.