

See approval below.

In Friendship,

**JORDAN LAVALLEE**

Director, State Operations

**Best Buddies International**

100 Southeast Second Street, Suite 2200

Miami, FL 33131

[BESTBUDDIES.ORG](http://BESTBUDDIES.ORG)

Best Buddies programs help people with intellectual and developmental disabilities (IDD) form meaningful friendships with their peers, secure successful jobs, live independently, and develop self-advocacy and communication skills. Support people with IDD today by visiting [bestbuddies.org/donate](http://bestbuddies.org/donate).

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**From:** Stephanie Bartley <[StephanieBartley@bestbuddies.org](mailto:StephanieBartley@bestbuddies.org)>

**Sent:** Wednesday, April 1, 2026 1:14 PM

**To:** Jordan Lavallee <[JordanLavallee@bestbuddies.org](mailto:JordanLavallee@bestbuddies.org)>

**Subject:** FW: APPROVAL NEEDED: CLE OH 2026 FW Tshirts \$2,058.6

Hi Jordan,

Please see AKS approval below. Thanks!

**STEPH BARTLEY**

Director, State Operations and Mission Advancement

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**From:** Stephanie Moore <[StephanieMoore@bestbuddies.org](mailto:StephanieMoore@bestbuddies.org)>

**Sent:** Wednesday, April 1, 2026 11:24 AM

**To:** Stephanie Bartley <[StephanieBartley@bestbuddies.org](mailto:StephanieBartley@bestbuddies.org)>

**Subject:** Re: APPROVAL NEEDED: CLE OH 2026 FW Tshirts \$2,058.6

Approved, thanks

**STEPHANIE MOORE**

Senior Vice-President, Mission Advancement & Field Operations

**BEST BUDDIES INTERNATIONAL**

100 Southeast Second Street, Suite 2200

Miami, Florida 33131

P 305.374.2233 x557 | C 904.294.4626

[BESTBUDDIES.ORG](http://BESTBUDDIES.ORG)

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**From:** Stephanie Bartley <[StephanieBartley@bestbuddies.org](mailto:StephanieBartley@bestbuddies.org)>  
**Date:** Wednesday, April 1, 2026 at 9:17 AM  
**To:** Stephanie Moore <[StephanieMoore@bestbuddies.org](mailto:StephanieMoore@bestbuddies.org)>  
**Subject:** APPROVAL NEEDED: CLE OH 2026 FW Tshirts \$2,058.6

Hi Stephanie,

Can you please approve this \$2,058.60 expense for Cleveland walk shirts? Thanks!

**STEPH BARTLEY**  
Director, State Operations and Mission Advancement

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**From:** Jordan Lavallee <[JordanLavallee@bestbuddies.org](mailto:JordanLavallee@bestbuddies.org)>  
**Sent:** Wednesday, April 1, 2026 10:56 AM  
**To:** Stephanie Bartley <[StephanieBartley@bestbuddies.org](mailto:StephanieBartley@bestbuddies.org)>  
**Subject:** EXPENSE APPROVAL: CLE OH 2026 FW Tshirts \$2,058.6

Hi Steph,

Can you please pass on Cleveland's FW t-shirt order for approval? Thanks!

In Friendship,

**JORDAN LAVALLEE**  
Director, State Operations

**Best Buddies International**  
100 Southeast Second Street, Suite 2200  
Miami, FL 33131  
[BESTBUDDIES.ORG](http://BESTBUDDIES.ORG)

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**From:** Lynne Schroeder <[LynneSchroeder@bestbuddies.org](mailto:LynneSchroeder@bestbuddies.org)>  
**Sent:** Tuesday, March 31, 2026 1:21 PM  
**To:** Jordan Lavallee <[JordanLavallee@bestbuddies.org](mailto:JordanLavallee@bestbuddies.org)>  
**Subject:** BBFW26 Cleveland T-Shirt Approval

Good afternoon, I am seeking approval to order our T-shirts for Friendship Walk

Projected Expense	\$18,500
Budgeted Expense	\$18,500
Projected Revenue	\$75,000
Budgeted Revenue	\$75,000
Projected Net	\$56,500
Budgeted Net	\$56,500

Coding 001-78711-050 (OH Cleveland Walk - Marketing)  
Check Request Amount \$2,058.60

Thank you!

**LYNNE SCHROEDER**  
Area Director, NE Ohio

**BEST BUDDIES INTERNATIONAL** (Based in Cleveland)  
Mailing Address: P.O. Box 45353, Westlake, OH 44145  
(c) 216.470.3979  
**BESTBUDDIES.ORG/OHIO**

Best Buddies programs help people with intellectual and developmental disabilities (IDD) form meaningful friendships with their peers, secure successful jobs, live independently, and develop self-advocacy and communication skills. Support people with IDD today by visiting [BestBuddies.org/Donate](https://BestBuddies.org/Donate).