

## **GRANTS**

### **CULTURAL ARTS, HEALTHY LIFESTYLES, OUTREACH TRANSLATION AND PARENT EDUCATION**

Unit, Council, and District PTAs

#### **CULTURAL ARTS**

Develop and implement student-centered cultural arts programs which complements the California State PTA's commitment to a quality arts education.

The programs and projects should focus on expanding the students' awareness and appreciation of the field of cultural arts and/or enriching and enhancing arts education programs and must be sponsored by the PTA applying for the grant.

#### **OUTREACH TRANSLATION**

Translate PTA written materials and oral presentations in an effort to involve every member of the school community. Presentations or materials must be sponsored by the PTA applying for the grant. The California State PTA may use these translated materials when appropriate. Copy of the translated material must accompany the evaluation report.

#### **HEALTHY LIFESTYLES GRANT**

Healthy Lifestyles Grants are available from the California State PTA to develop, promote and implement programs, projects and activities that will improve the overall health of children and adults. Refer to the *Insurance Loss and Prevention Guide* for approved activities.

#### **PARENT EDUCATION**

Develop and implement parent education programs and projects in such areas as health, child development, child abuse prevention or parenting skills. Programs or projects must be sponsored by the PTA applying for the grant.

## AVAILABILITY

California State PTA grant funds are available for PTAs in good standing to develop and implement programs and projects at the unit, council and district PTA level.

## APPLICATION AND DUE DATE – November 15

An application may be obtained from

- the website at [www.capta.org](http://www.capta.org)
- the *California State PTA Toolkit*
- the California State PTA office

The final application packet must include:

1. completed application form.
  - a. MUST be signed by the unit, council or district PTA president.
2. the most recent PTA fiscal year-end audit.
3. the current fiscal year budget.
4. a description of the program's goals and anticipated outcomes [no more than three (3) pages, total] including;
  - a. the number of students served.
  - b. description of activities planned to implement project and goals.
  - c. timeline for project.
  - d. proposed project budget.
  - e. description of other project funding applied for or received.
  - f. explanation of project implementation, if less than the amount requested is awarded.
  - g. description of project evaluation.

Application due date:

- **applications must be mailed; facsimiles will not be accepted.**
- must be received in the California State PTA office by close of business November 15.
- when November 15 falls on a weekend, applications are due in the State PTA office by close of business the following Monday.
- postmarks will not be accepted.
- **applications will not be considered if received after due date.**

## SELECTION

Unit, council or district PTA grant recipients are selected by members of the California State PTA Scholarship and Grant Committee. All applicants will be notified of their standing by letter in January or February. A check for the grant is sent to each unit, council or district PTA recipient in February.

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## GRANT REPORT AND EVALUATION DUE DATE – June 1

Grant funds must be expended by June 1.

The detailed grant report must include:

1. the project's goals and objectives,
2. an evaluation of the outcomes,
3. the program/project budget,
4. an accounting of actual expenditures.

The grant report must be received in the California State PTA office no later than **June 1**.

- Postmarks will not be accepted.
- Forward copies of all translated materials to the California State PTA with report.
- Any funds NOT used for the purpose stated on the original grant application must accompany the report to the California State PTA Scholarship and Grant Committee. (Refer to Grant Report Form, Forms, Chapter 9).

10/2010

**GRANT APPLICATION**  
**CULTURAL ARTS, HEALTHY LIFESTYLES,**  
**OUTREACH TRANSLATION AND PARENT EDUCATION**  
Unit, Council, and District PTAs

**DUE DATE IN THE CALIFORNIA STATE PTA OFFICE – NOVEMBER 15**

APPLICATIONS WILL NOT BE CONSIDERED IF RECEIVED AFTER THE DUE DATE

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| <p><b>CHECK ONLY ONE</b></p> <p><input type="checkbox"/> <b>CULTURAL ARTS</b></p> <p><input type="checkbox"/> <b>HEALTHY LIFESTYLES</b></p> <p><input type="checkbox"/> <b>OUTREACH TRANSLATION</b></p> <p><input type="checkbox"/> <b>PARENT EDUCATION</b></p> <p><b>Submit a separate application for each grant type.</b></p> <ul style="list-style-type: none"> <li>• PTA must be in good standing.</li> <li>• Application must be signed by unit, council or district PTA president.</li> <li>• Completed form must accompany all required documentation.</li> </ul> | <p><b>June 1 – Grant Report and Evaluation Due Date</b></p> <ul style="list-style-type: none"> <li>• Grant funds must be expended by June 1. A report detailing the project's goals and objectives, an evaluation of the outcomes, and a budget and an accounting of actual expenditures must be returned to the California State PTA office no later than June 1.</li> <li>• Any funds not used for the purpose stated on the original grant application must accompany the report. (See Forms, Grant Report Form.) Copies of translated materials must accompany the report.</li> </ul> |
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*Please type or print legibly.*

PTA Name \_\_\_\_\_ California State PTA ID# \_\_\_\_\_

PTA Council \_\_\_\_\_ District PTA \_\_\_\_\_

Contact Person \_\_\_\_\_ PTA position \_\_\_\_\_  
First Name Last Name

\_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_  
Street Address City/State Zip Code

\*SIGNATURE of contact person \_\_\_\_\_ E-mail \_\_\_\_\_

\*Approval date by PTA general membership \_\_\_\_\_ Grant Amount Requested \$ \_\_\_\_\_

\*SIGNATURE of PTA president \_\_\_\_\_ Date \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_  
 Unit  Council  District PTA

\*REQUIRED

**PROVIDE THE FOLLOWING:**

Current fiscal year-end PTA audit

Current fiscal year PTA budget

Completed application form

**Required documentation, including**

1. Description of project and its purpose. Include goals, number of students served, and expected outcomes.
2. Description of activities planned to implement project and goals.
3. Timeline for project.
4. Proposed project budget.
5. Description of other project funding applied for or received.
6. Explanation of project implementation, if less than the amount requested is awarded.
7. Description of project evaluation.

- Return Application in the Following Order:**
1. Completed application form (one page).
  2. Response to items 1-7, no more than 3 pages total.
  3. Copy of current fiscal year-end PTA audit.
  4. Copy of current fiscal year PTA budget.

**Paper clip the documents together – DO NOT STAPLE.**

**MAIL TO:**

California State PTA  
2327 L Street  
Sacramento, CA 95816-5014

**FACSIMILES WILL NOT BE ACCEPTED**

**OFFICE USE ONLY:**     Unit in good standing     Most recent fiscal year-end PTA Audit     Current PTA budget