

## HEALTH / SAFETY PROGRAM GRANT

For Peralta District PTA Units and Councils

Peralta District PTA encourages PTA units and councils to develop, promote and implement Health/ Safety programs and projects designed to improve the overall health and safety of children and youth.

To help units/ councils, Peralta has established a Health/ Safety Program Grant with:

- Individual grants to a unit or council awarded up to \$1,000
- Applications accepted between January 1, 2012 – April 15, 2012

- **Who can apply?** – Any unit or council PTA in Alameda County that is in good standing in 2011-12. This means that the unit/ council has met all requirements specified in the bylaws, which includes remittance of roster, per capita and insurance premium to Peralta District, through channels, by the established deadlines.
- **How do units/councils apply?** – Complete the Health/ Safety Grant application, attach the items detailed on the application and submit the application packet to the Peralta District PTA president **between January 1 – April 15, 2012. Applications received after April 15, 2012 will not be considered.**
- **What can the grant be used for?** – The Health/ Safety program or project must be designed to improve the overall health and safety of children and youth. PTAs applying for the grant must sponsor the program or project and encourage the involvement of other, neighboring PTAs as participants in the program or project.
- **Can a unit/ council get more than one grant?** – Peralta is encouraging the program to target multiple units, councils, areas, or cities. Therefore, a grant would be awarded to one unit/ council in a given area/ city.
- **When do units/councils find out if the grant application is approved?** – The Grant Committee reviews applications as they are received and recommends recipients for approval at executive board meetings in February, March, and April, 2012.
- **What is required of a PTA grant recipient?** – **Grant funds must be expended by June 1, 2012.** As a condition of the grant, successful applicants will submit a report detailing the project's goals and objectives, evaluating outcomes and supplying an accounting of expenditures. **The report must be submitted to the Peralta District president no later than June 8, 2012.** Any funds not used for the purposes stated on the original, grant application must be returned and accompany the report to Peralta District PTA.
- **When can the PTA expect to receive the grant funds?** – After approval at an executive board meeting, a check will be sent to the PTA grant recipient.

### Summary of Criteria for Health/Safety Grant

- The purpose of this grant is to help fund Health and/ or Safety programs.
- Your PTA/PTSA must be in good standing with California State PTA.
- The PTA applying for the grant must sponsor the programs and projects.
- Only one **completed** application will be accepted from each unit or council.
- No payment of salaries or purchase of equipment will be considered.
- No grants will be funded for Grad Night or Disaster Preparedness materials.
- Honorariums for program speakers may be listed as grant expenses.

### Selection Criteria used by the Committee

#### Strong consideration given to:

- Financial need
- New and innovative programs
- Programs targeted to multiple units, councils or cities
- Partnerships with multiple PTAs as recommended

**Due Dates: Applications must be received between Jan. 1 – Apr. 15, 2012 by:**  
**Susan Nathan, Peralta District PTA president**  
**Email: [susan.nathan@comcast.net](mailto:susan.nathan@comcast.net) for more information**



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# HEALTH / SAFETY PROGRAM GRANT

For Peralta District PTA Units and Councils

## 2012 Health/Safety Program Grant Application

Unit Name \_\_\_\_\_

Council Name \_\_\_\_\_

Contact Person Name / PTA Position \_\_\_\_\_

Contact Address \_\_\_\_\_

Contact Phone Number & Email \_\_\_\_\_

Grant Amount Requested \$ \_\_\_\_\_ (Up to \$1,000 maximum)

PTA/PTSA executive board approved this project/program on \_\_\_\_\_

date

PTA/PTSA unit/council association approved this project/program on \_\_\_\_\_

date

Program Title \_\_\_\_\_ Date Program Scheduled \_\_\_\_\_

Unit **OR** Council President's signature: \_\_\_\_\_

### Please include all of the following items in the application packet in this order:

- Completed Application Form
- Responses to the following information items, up to three pages:
  1. Describe the program or project and its purpose. Include planned activities.
  2. Describe your publicity plan: how will you encourage participation of other PTA units/ councils?
  3. How will this program benefit children and the school community?
  4. How will PTA/PTSA members be involved in the program?
  5. How will the school staff be involved in the program?
  6. If Peralta District PTA is unable to grant full funding, how will you implement the program?
  7. Describe other funding you've received or applied for.
  8. Estimated program budget and timeline.
- Most recent PTA Audit, Annual Financial Report **and** Tax Return
- Current year's PTA/PTSA approved budget
- Copy of the minutes in which the program/project was adopted

### Questions? – Contact A Peralta District PTA Grant Committee Member:

Susan Nathan: susan.nathan@comcast.net

Nancy Mitchell: nancym@mac.com

#### FOR USE BY PERALTA DISTRICT PTA GRANT COMMITTEE:

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> Unit/Council in good standing    | <input type="checkbox"/> Completed Application Form | <input type="checkbox"/> Responses to #1-8                              | <input type="checkbox"/> Most Recent Audit        |
| <input type="checkbox"/> Most Recent Annual Financial Rpt | <input type="checkbox"/> Most Recent Tax Return     | <input type="checkbox"/> Approved Budget                                | <input type="checkbox"/> Minutes approving budget |
| <input type="checkbox"/> Peralta Check Issued # _____     | Date: _____   | <input type="checkbox"/> Report / Evaluation Received From Unit/Council |   |

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