



“A Unified Voice for Excellence in Education”

Paso Robles Education Alliance (PREA)
P.O. Box 1290, Paso Robles, CA 93447
Phone: (866) 620-0584 | Fax: (866) 620-2659
E-mail: info@GoPREA.org
Website: www.GoPREA.org
EIN/Tax ID: 26-2653784

PREA Teacher Grant Application – 2016-2017 School Year (Fall)

APPLICANT INFORMATION

Date:	
Applicant Name:	
School Site:	
Contact Phone:	
E-Mail Address:	
Grade Level Taught:	
Approximate Date of Program/Proposed Activity/Need:	
Amount Requested (Limit \$500 per Grant. Limit 1 Grant/ Teacher):	

WHAT IS THE PASO ROBLES EDUCATION ALLIANCE (PREA)?

The Paso Robles Education Alliance (PREA) is a non-profit, community-based organization that supports and enriches the educational environment of the Paso Robles Public Schools.

PREA is a community-based organization comprised of local businesses, parents, and educators who share the enthusiasm for promoting academic excellence by providing additional educational resources and opportunities in our local school system.

WHO IS ELIGIBLE TO APPLY FOR A PREA TEACHER GRANT?

Grant requests are available starting October 21, 2016, to any Paso Robles public school teacher that applies for a grant by the November 18, 2016 deadline. There is a limit of one grant application per teacher per year at a maximum amount of \$500 per grant. The grant recipients will be notified no later than November 30, 2016 of their award.

TYPES OF ACCEPTABLE PREA TEACHER GRANT REQUESTS

Applications must address one or more of following areas of focus:

- Core curriculum such as English, History, Social Studies, etc.
- Advancement of the Cultural Arts (music, theater, art & performance areas)
- Library and Media Material Enhancements
- Math, Science, or Reading Enrichment Programs
- Fitness and well-being, including character building

Grants should be used to benefit students in the school year received. Any and all equipment and/or property purchased with PREA grant funds become the property of PREA. Said equipment and/or property shall remain in possession of the school where the grant recipient was teaching when the grant funds were awarded, unless approved in writing by PREA or directed otherwise by PREA.

TYPES OF UNACCEPTABLE PREA TEACHER GRANT REQUESTS

Some areas not appropriate for grant application include (limitations listed below are not all-inclusive):

- Food and/or treats
- Standard classroom supplies such as pencils, paper, crayons, decorations, etc.
- Furniture
- Certain Technology (including, but not limited to, iPads, iPods, Apple TV)

HOW ARE PREA TEACHER GRANTS AWARDED?

The PREA Board of Directors reviews all applications and evaluates them for compliance within the criteria listed below. It is at the discretion of the Board of Directors to approve or deny applicants based on how the foundation of PREA's mission is implemented. **Applicants will be notified via phone, e-mail or in person, only if the grant has been awarded.** In addition to completing this application form, each applicant will need to address the following points in a typed document (300 words or less). The points delineated in each section are the highest score in which any given applicant can achieve, which assists the PREA Board of Directors in the evaluation of the applicant's request for funds.

- I. Statement of Need (20 Points)**
 - a) Does the project fill a demonstrated need?
 - b) Does the project fall outside the scope of the district's responsibilities or ability to fund?
 - II. Objectives (20 Points)**
 - a) What is the desired outcome of this project on the education of students?
 - b) How many students will be impacted from this proposal?
 - III. Project Overview/Plan/Time-Line (30 Points)**
 - a) Can this project be achieved within one year?
 - b) Does this project have demonstrable, measurable outcomes?
 - c) Does this project compliment existing programs?
 - d) Does this project make use of other school or community resources?
 - IV. Budget (30 Points)**
 - a) Is a complete itemized statement of costs provided?
 - b) Tax and shipping must be confirmed and included.
-

- c) Did you confirm that the item(s) are currently available?
- d) If your request is for anything technical, did you confirm with your technical center for approval and signature.

Procedure for Obtaining Funds: Once a grant has been awarded, the grant recipient may obtain the funds in one of two ways:

1. The grant recipient can purchase the specific items identified in the application process and pay for them up front. The grant recipient then submits all receipts for the items purchased to PREA for reimbursement. PREA requires proof of purchase/receipts in order for the grant recipient to be reimbursed for the items purchased, up to the amount that was awarded. Reimbursements are distributed once per month, based on the receipts submitted, and mailed directly to grant recipients. The grant recipient must submit their receipt(s) to PREA on or before February 10, 2017 for reimbursement.

OR

2. The grant recipient can apply for a purchase order ("PO") through the Paso Robles School District. Once the District approves the PO, the grant recipient purchases the items. PREA will reimburse the District for the cost of the PO. The grant recipient must submit their receipt(s) to the District on or before February 10, 2017 for reimbursement.

SUMMARY OF WHAT IS REQUIRED TO APPLY FOR A PREA TEACHER GRANT

- 1. Fill out a PREA school grant application (this form).
- 2. Complete and attach a **typed** document (300 words or less) covering the questions from the "HOW ARE GRANTS AWARDED?" section of this form.
- 3. Submit **both** the grant application and the typed document via U.S. mail, fax or e-mail* to:

Paso Robles Education Alliance (PREA)
 P.O. Box 1290, Paso Robles, CA 93447
 Fax: (866) 620-2659
 E-mail: info@goprea.org

***Email is the preferable method to submit the application.

AGREEMENT AND SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted for a grant, any false statements, omissions, or other misrepresentations made by me on this application may result in revocation of the grant.

Applicant Name (printed)	
Applicant Signature	
Date	

Principal Name (printed)	
Principal Signature	
Date	

Paso Robles Education Alliance Board of Directors

President: Jeff Railsback
Vice President: Traci McMahan
Secretary/Treasurer: Gwen Severson
Board Member: Jennifer Chavez