



Student Enrichment Grants

Good news...the Skyline PTSA has a program that can directly benefit and enhance learning experiences for students at Skyline; the program is the Skyline PTSA Student Enrichment Grants. These grants will fund specific learning opportunities at Skyline High School when other resource pathways are not available (e.g., Booster Club, ASB, school district budget, etc.) ANY student may apply for a grant and ANY student may participate in the approved grant programming which results from a successful application. The application process and criteria described below is straightforward and results will be communicated quickly. Think outside the box, compose your ideas, and submit an application today! (For application materials go to Skyline PTSA link at www.skylineptsa.org; you will find the application and scoring rubric in the PTSA Forms and Documents webpage.)

Skyline PTSA will review and potentially fund grant proposals each month. The application deadline is the first Thursday of the month, at noon. Interested applicants should prepare a written description of their proposal and monetary request, not to exceed 2 double-spaced pages, including:

1. **Describe the purpose and allocation of funds requested, with a focus on how the grant will benefit students. Please provide specific, complete, thoroughly researched, and documented information.**
2. **Provide total requested grant amount to include applicable taxes (at 9.5%), shipping (at 10%) and installation costs. Include other details in the overall funding consideration, such as ongoing maintenance of property and opportunity/project timelines.**
3. **Approximate number, grade level, and diversity of students who will benefit from the grant.**
4. **Provide name and email address for primary student applicant, the name of the group/club benefiting from this grant, including the name and contact information of the group/club advisor.**
5. **Describe how the results of a successful grant allocation will be communicated back to the PTSA.**

Optional items:

6. **Include a copy or image of physical items requested as part of this proposal; can be in addition to the 2-page written description.**



SKYLINE PTSA[®]

Strengthening our community one student at a time.

7. Request an interview with the PTSA grant review committee to present proposal.

Completed Skyline PTSA Student Enrichment Grant requests must be sent to SHS purchasing agent, Stacey Slyke (slykes@issaquah.wednet.edu) to ensure the proposal is using approved district vendors or stores and to confirm costs listed. Once the vendors and costs are confirmed the proposal will be forwarded to the Skyline PTSA Student Enrichment Grants committee. If the grant request is approved, purchase order requests will be submitted by the applicant through the SHS purchasing agent.

The PTSA will acknowledge receipt of the proposal within five days of receiving it from the SHS purchasing agent. If you have not received an acknowledgement, email Skyline PTSA at skylineptsa@live.com. The PTSA will announce the proposals accepted for funding within the same month as the application is submitted.

Decisions for student enrichment grants will be awarded based on the following guidelines:

- A. Specificity of the enrichment opportunity is clearly outlined and researched including purpose, complete costs, and timelines.
- B. A high number and diversity of students will be served by the enrichment opportunity.
- C. The enrichment opportunity will be an enhancement to student learning at Skyline not available through other school funding sources/budgets.
- D. The applicants clearly define how results of the enrichment opportunity will be communicated with the PTSA.

Limitations to student enrichment grants include:

- Requests for conferences, parties, scholarships, substitute teachers, and/or transportation for students and/or staff will not be funded.
- Award amounts are flexible from \$10 to \$500, but not strictly limited to \$500 if a particular grant request warrants exceeding this amount. Total available PTSA funds available for this program are limited, therefore, the program may not be available for the entire 2014-2015 school year based on total requests received and awarded.

Our committee is looking forward to reviewing your request and if we can answer any questions or concerns, please email us at studentenrichmentgrants@skylineptsa.org.