Purpose: Support events that bring the CA community together to enrich, entertain and/or celebrate CA, and support activities that enrich and enhance the diverse areas of CA student interest within and beyond current academic curriculum.

Maximum Award for 2019-20: $5000
The amount requested should be in line with the audience reached.

Applying for a Grant:
- Application is open to any special project, MS or US club, or any educational, performing arts or athletic activity that will benefit the entire CA community or directly enhance the student learning experience. This may include, but is not limited to, such areas as fine and performing arts, athletics and community service. Faculty sponsors are strongly encouraged to involve students in the grant application process.
- Applications must have a staff sponsor.
- Applications must include the signature of a division head (Head of MS or US).
- The recommended maximum grant award is $5,000. If a special project is identified that would exceed this recommended cap, the application will be submitted to the PTAA Board for approval.
- It is not the intent of the Grant Program to fund the same activity each year on a long-term basis. Groups are encouraged to be realistic in their requests, especially if funds are available from other sources.
- Grantee will communicate to the Cary Academy community upon acceptance that funding for the requested activity has been made possible by PTAA grant monies.

Criteria:
- Community interest in and ownership of the project/activity
- Number of CA community members directly impacted
- Alignment with grant purpose, PTAA goal and objectives, and CA mission and philosophy
- Expected positive impact/outcomes for CA community
- Is PTAA funding essential? Are other funding sources available? (i.e. ticket sales, alternate CA budgets)

Restrictions: The grant program is NOT intended to fund: individual student training; faculty/administrative staff development; student travel; team uniforms or t-shirts; parties, meals or food; or ongoing, recurring programs, events or activities.

Submission: Applications are accepted throughout the academic year by the PTAA Vice President. For 2019-20, e-mail application and supporting documents to Kimberly Eheman at kecruns@gmail.com

Review and Notification: Applications are reviewed monthly first by the PTAA Board followed by the Grant Oversight Committee (PTAA President, PTAA Vice President and Head of School). Applicants are notified of the decision within 5 days of review. Grant recipients will be asked to sign an agreement letter before funding will be authorized.
Date:

Submitting Faculty Sponsor ____________________ On behalf of (group name): ________________
Community Served (MS/US/Both):

Student and/or Parent Leaders Involved:

Project (or event or program) Name:

Project (or event or program) Description:

Total project cost: $ __________________

Requested PTAA grant amount $ __________________

Proposed uses (activities and line-item expenses*) of PTAA grant funds requested:

Anticipated term of use for any materials or equipment purchases included above*:

Project activity period: beginning ___________________ and ending __________________

Project spending period: beginning ___________________ and ending __________________


Project/Activity Case for Support: If necessary attach separate document(s); refer to Award Criteria and include the following information:

- Number of students actively involved (include names of student leaders):
- Anticipated number of students/community members impacted:
- Indications of depth and/or scale of student (and parent, if applicable) commitment to activity:
- Expected benefits/outcomes for students, the CA community and beyond:
- Plans for communications, promotion and/or community education about proposed project/program activities, including PTAA grant support, if awarded:
- Statement of need and importance of specific PTAA grant support requested:

Please attach a detailed total project budget itemizing all anticipated project expenses and sources of income, including any other contributions, gifts or grants; estimated income such as projected earnings from ticket sales; or allocations from department/professional development/collaboration budgets, etc.

Signature of division head (Jenkins or Follet) ________________________________
### Grant Purchases

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### Sources of Funding

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Application number: ______ Date Received: ______ Date Reviewed: ______

Approved Denied Amount Awarded: _______________ This code will be assigned once grant is approved: Grant #:__________ Comments:

Signatures:

PTAA President / PTAA Vice President / Head of School