

## WCASD Gifted Program Parent Advisory Committee (“PAC”) - Grant Application

In order to implement PAC's mission to support WCASD Gifted Resource Teachers (“GRTs”), PAC will consider funding grants to GRTs as set out below. **PAC’s goal is to support GRTs by providing funds for teaching tools, project materials or other appropriate purchases or expenses that would not otherwise be provided for in the WCASD budget, or for other reasons are not readily available.** All applications will be considered, and oversight will be sought from the WCASD Gifted Program Administration. PAC retains complete discretion to grant or deny fund requests.

**Instructions:** For PAC to consider funding your grant request, please provide the information requested below by e-mail circulated to:

Mahadevan Padmanabhan, PAC Grant Committee Chair, [mahadevanp@yahoo.com](mailto:mahadevanp@yahoo.com)  
LeighAnn Ranieri, WCASD Director of Pupil Services, [lrnieri@wcasd.net](mailto:lrnieri@wcasd.net)  
Sara Missett, WCASD Director of Secondary Education, [smisset@wcasd.net](mailto:smisset@wcasd.net)  
Tammi Florio, WCASD Director of Elementary Education, [tflorio@wcasd.net](mailto:tflorio@wcasd.net)

1. The total amount of funds requested.
2. Description of how funds will be used.
3. School(s), grade level(s), and the number of students proposed to benefit from the use of funds.
4. Any additional information you believe will be meaningful to consideration of your request.

**Process Information:** We will endeavor to review and respond to your request as soon as possible, however, if there are any timing constraints associated with your request, please be sure to include that information in your e-mail. The following steps will generally be followed:

1. Dr. Ranieri is asked to consider and comment on (a) whether the request is in line with WCASD Gifted Program goals and curriculum and (b) whether the request can be fully or partially funded by WCASD.
2. If the request can be fully funded by WCASD, the GRT will be asked to work through WCASD to obtain the funds.
3. If the request can only be partially funded by WCASD, PAC will use its discretion to approve or deny the request to fund the balance. If PAC agrees to provide funds, the PAC Treasurer will provide funds to the GRT or WCASD, depending on how the item(s) are purchased.
4. If the request cannot be funded by WCASD, PAC will use its discretion to approve or deny the request. If PAC approves the request, the PAC Treasurer will provide funds to the GRT.
5. To maintain the integrity of the process, the GRT is asked to provide a receipt, invoice or other like documentation to show how the funds were expended.
6. Finally, PAC would appreciate a report back from the GRT as to whether the purchase or expense was worthwhile, and any positive impact made, once that can be determined.

**Deadlines:** For 2018-2019, PAC will accept applications through October 15, 2018, and again through February 15, 2019. It is anticipated that for 2019-2020, application deadlines will be October 15, 2018, and February 15, 2019. PAC will also consider applications outside the deadlines where extraordinary or unanticipated events arise, and to the extent the budget allows.

If you have any questions, please feel free to contact, Mahadevan Padmanabhan, PAC Grant Committee Chair, [mahadevanp@yahoo.com](mailto:mahadevanp@yahoo.com) .