

TABLE OF CONTENTS

President Handbook: Awards and Grants

| | |
|--|-----|
| UTAH PTA LEADERSHIP AWARD | 191 |
| UTAH PTA GOLD STAR AWARDS | 192 |
| UTAH PTA AWARDS APPOINTEE | 193 |
| AWARDS APPOINTEE TIME LINE | 194 |
| UTAH PTA AWARDS | 195 |
| PROGRAM OVERVIEW | 195 |
| AWARDS OVERVIEW | 196 |
| AWARDS Q AND A | 198 |
| SPECIFIC QUESTIONS | 199 |
| OTHER STUFF | 200 |
| WRITING AWARDS 101 | 201 |
| UTAH PTA AWARD SUBMISSION GUIDELINES | 202 |
| UTAH PTA ARTS EDUCATION FUND GRANT | 205 |
| Flier | 205 |
| Information | 207 |
| UTAH REGIONS MAP | 209 |





UTAH PTA LEADERSHIP AWARD

L.E.A.P. Award Information

Leadership, Excellence, and Partnersshipping (L.E.A.P.)

Leadership is often defined as “the art of getting or inspiring people to do something.” It is not the same as management, which is associated with accomplishing a task in an effective and efficient manner. A leader must often use different leadership styles, depending on the situation and group. People skills are a basic necessity in good leadership. A successful leader will involve everyone in the group in any decision-making that will affect them.

It is the desire of Utah PTA to recognize our committed volunteers. Within the membership of Utah PTA are leaders who steadfastly serve in various PTA positions and volunteer thousands of hours for the benefit of the children of Utah.

You can nominate any PTA leader for a L.E.A.P. Award. Here are a few facts:

- ♦ A person can complete one, two, or even three levels in one year.
- ♦ Someone else (like a president) can fill out applications for other people.
- ♦ All LEAP Awardees will be recognized in the Leadership Convention program and with a LEAP pin with level indicator.
- ♦ Many regions and councils also recognize awardees at spring trainings.
- ♦ Any PTA board member can complete any level of the L.E.A.P. Awards. Nominate a vice president, chairman, and committee member today.

The application is now an online form. The link to the application for the L.E.A.P. Award is on our website at:

UtahPTA.org/Leadership-Excellence-Partnersshipping-Leap-Awards

Utah PTA recognizes our committed volunteers with our L.E.A.P. Award



UTAH PTA GOLD STAR AWARDS

The Utah PTA Gold Star Awards were created to recognize the outstanding PTA and PTSA units in our state. Utah PTA designates PTA/PTSA units that have done all of the required items and the additional elective activities (about 20 items total) as Utah PTA Gold Star PTAs and PTSAs. There are four levels: Local PTA, Local PTSA, Council PTA/PTSA, and region PTA.

If you follow best practices for running your PTA/PTSA and if your PTA/PTSA is in good standing, you will most likely qualify for this award. We recognize that it may also be overwhelming to know how to do everything that needs to be done to be a PTA/PTSA in good standing. The award requirements are designed to help PTA/PTSA leaders know the items they can focus on to fulfill their roles in helping their students and their school communities.

Each Utah PTA Gold Star Designee will receive a framed certificate to display in their school and will be recognized and celebrated at Utah PTA Leadership Convention. We will also highlight designees throughout the coming year as we promote the program.

All local PTAs, PTSAs, councils, and regions should apply! Each level has its own set of requirements. Each level's requirements and online application will be announced at the beginning of the school year. Information will be available online and through your region director.

All requirements, the online application and other tips can be found at: UtahPTA.org/Gold-Star-Leadership-Awards.



UTAH PTA AWARDS APPOINTEE

To run a successful Awards Program, it is recommended that each local PTA and each council and region PTA have an Awards appointee. This position should be appointed by the PTA president, council president, or region director.

Awards Appointee duties at the local level

- ♦ Attend Utah PTA Leadership Convention training.
- ♦ Review all awards available.
- ♦ Set up a committee to choose nominations.
- ♦ Interview candidates.
- ♦ Choose winners.
- ♦ Write the awards applications for submission.
- ♦ Honor winners at local level awards ceremony. This can also include some creative awards that you could give from your local PTA only.
- ♦ Submit your winners to the council level by the council due date.

Awards Appointee duties at the council level

- ♦ Attend Utah PTA Leadership Convention training.
- ♦ Encourage all local PTAs to have an awards appointee.
- ♦ Train local awards appointees and encourage active participation.
- ♦ Remind local PTAs regularly of council awards due date.
- ♦ Encourage every school to participate.
- ♦ Set up a committee to review all awards submitted to council.
- ♦ Review awards.
- ♦ Choose winners.
- ♦ Honor winners at council awards ceremony or council meeting. This can also include some creative awards that you could give on the council level.
- ♦ Submit winners to region by the region due date.

Awards Appointee duties at the region level

- ♦ Attend Utah PTA Leadership Convention training.
- ♦ Train all council awards appointees and encourage active participation.
- ♦ Set up a committee to review all award submissions to region.
- ♦ Choose region winners.
- ♦ Honor all region winners.
- ♦ Submit winners to Utah PTA by the due date.



AWARDS APPOINTEE TIME LINE

May

- ♦ Have end-of-year recognition for your PTA board, etc.
- ♦ Attend convention and any other trainings
- ♦ Form awards committee for next year with four to six people
- ♦ Have training for committee
- ♦ Review awards with committee and have them begin to think about nominations for next year
- ♦ Plan awards program for your school and PTA board

June-July-August

- ♦ Have a writing workshop to learn how to write awards applications
- ♦ Review award applications from previous years at the Utah PTA office
- ♦ Advertise to parents, teachers, and community council members to submit applications for awards at utahpta.org/awards-information

September

- ♦ Give reports each month at your PTA board meeting on:
 - People chosen for different awards
 - Outstanding volunteers spotlighted each month
 - Recognition given each month
- ♦ Start taking nominations for your local awards recognitions

October-November

- ♦ Choose awards recipients and begin the application writing process
- ♦ Have a local recognition for your winners

December

- ♦ Awards applications open

January

- ♦ Submit your winners to council
- ♦ Council collects awards from all schools
- ♦ Have a council recognition for winners
- ♦ Council winners due to region

February

- ♦ Have a region recognition for winners

March

- ♦ Region winners due to Utah PTA
- ♦ State winners will be chosen and announced

April-May

- ♦ State Award winners recognized



UTAH PTA AWARDS

Purpose

Purpose: The Utah PTA Awards Program is designed to offer greater opportunities for recognizing those who devote their time and energy on behalf of children.

Recognition is a key factor in any successful business/organization as well as a key factor in retaining quality volunteers. Awards and recognition are a necessary priority in PTA at all levels. You will find that awards and recognition will provide your PTA with many great benefits.

Utah PTA is here to help assist you and your school in providing opportunities to recognize greatness at your school. While there are endless ways this can be done, we are happy to provide you with this meaningful opportunity.

The concept behind the Awards Program is that our thanks be heartfelt and genuine, and not necessarily extravagant.

PROGRAM OVERVIEW

Local PTA

Local PTAs will submit award nominations online at UtahPTA.org/Utah-PTA-Awards. Local PTAs should honor local winners. Conducting a local awards program is optional, but we have found that local PTAs who also conduct their own awards program/recognition for the awards that were selected to be written and submitted to council add additional meaning to the process. This allows you to honor awards recipients within the school and community who selected them.

Council PTA

Councils will select winners in each award category. Councils should honor council winners. The council winners will be advanced to the region where region level winners will be selected. Regions will determine the number of council winners that can be sent onto the region level.

Region PTA:

Regions will select **one winner** in each of the award categories to advance to state (for larger regions with associate directors they can select one additional winner per associate in each category).



AWARDS OVERVIEW

UTAH PTA AWARDS

Utah PTA Advocacy Award

This award is given to a **local PTA** or individual for excellence in their efforts to support and speak on behalf of children and youth.

Utah PTA Development Award

This award is given to a **local PTA** for excellence in program and/or leadership development. This award is encouraged for programs in schools that are in the first five years of their program – developing and improving the program. Remember, this is for a program not an individual.

Utah PTA Engagement Award

This award is given to a local PTA for excellence in the area of engagement. This can include engaging the community, businesses, faculty, parents, etc. Remember, this is for a program not an individual.

Utah PTA Outstanding Elementary Educator

This award recognizes a professional educator currently working with students in grades preschool to 5th or 6th Grade (depending if 6th Grade is in your elementary or secondary school). State winners will be selected based on their relationship with students, parents, PTA, and the community.

Utah PTA Outstanding Secondary Educator

This award recognizes a professional educator currently working with students in grades 5th or 6th grade (depending if 6th grade is in your elementary or secondary school) to 12th Grade. State winners will be selected based on their relationship with students, parents, PTA, and the community.

Utah PTA Outstanding School Administrator Award

To recognize an outstanding school administrator currently working with students on an elementary or secondary level. This can include assistant principals.

Utah PTA Outstanding Support Staff

This award recognizes any school support staff (custodians, secretaries, lunchroom staff, bus drivers, aides, etc.) currently working in schools in grades preschool to 12th grade. State winners will be selected based on their relationship with students, parents, PTA, and the community.

.....



Utah PTA Outstanding Volunteer Award

This award is given to a volunteer who renders volunteer service to children through the education system and is making a positive difference. Nominees will be considered on the basis of quality of volunteer commitment.

Utah PTA Spirit of Inclusivity

This award recognizes an outstanding PTA/individual who has organized an inclusivity event/activity using the PTA National Standards for Family School Partnerships. Examples: Welcoming families into the school community; communicating effectively; supporting student success; speaking up for every child; sharing power and collaborating with community; involving minority parents in PTA. If an individual, they must be a member of the PTA and exemplify the PTA Purpose and Mission.

Utah PTA Spirit of PTA Award

This award recognizes an outstanding volunteer who has given consistent and outstanding service through PTA. This person must be a member of the PTA and exemplify the PTA Purposes and Mission.

NATIONAL PTA AWARDS

Be sure to check the National PTA Website ([PTA.org](https://pta.org)) to apply for National PTA Awards.



AWARDS Q AND A

General Questions

Q: How many categories are there for awards?

A: There are 10 different categories: Volunteer, Spirit of PTA, Administrator, Elementary and Secondary Educator, Support Staff, Inclusivity, Advocacy, Engagement, Development.

Q: How many awards can each school submit?

A: Each school can submit one award per category except for the educator categories. You may do one of the two based on what level of school you are.

Q: How does a school choose who to nominate for the awards?

A: There are a few different factors that you will want to take into consideration.

- ♦ The first one is, do you have someone that is willing to write the award(s)?
- ♦ If you have more than one name submitted for a specific category then it is best to discuss the names among your board and make a decision together.
- ♦ Take into consideration the details of the person or program. Remember there is always the next year.

Q: Who can write the awards?

A: Anyone can. If you have an awards chair it is great to start with them and see which ones they would like to write. It is always best to have someone who knows the program or the individual well. They are able to put a lot of details and specifics in the award. There might be someone who just reaches out to the PTA and asks if there is a certain type of an award to nominate someone they think is doing great things. If you don't have anyone entered for that specific award it is a great way to get others involved.

Q: What are the levels the awards go through?

A: There are four levels for the awards (this may vary a little bit depending on your area):

- ♦ **Local:** Each school can submit awards.
- ♦ **Council:** Generally a council is made up of around eight to ten schools (in many areas schools that feed into a specific high school). Each council can only submit so many onto to region. This varies depending on the area.
- ♦ **Region:** This is generally a district area. Each region can submit one per category unless they are a larger district, then they can submit two to state.
- ♦ **State:** This is the final place your awards will be submitted. State will award a set amount per category state wide. This varies a little bit each year, but generally two to five per category.



SPECIFIC QUESTIONS

Q: What things are required?

A: Each award has selection criteria and technical requirements associated with it which have to be met for the award to be judged and continue on. It is very important that these are carefully read and followed so that every award in a specific category has the ability to be judged equally.

Q: How important is the supplementary material?

A: It is very important. It is a key factor in differentiating all of the submissions received. Very few awards have won at state without supplementary material. Supplemental materials help create a more complete picture of the recipient through pictures, programs, letters, etc. Using it will allow you to build a stronger presentation.

Q: What things should I consider for supplementary material?

A: The options are **endless**. You can attach letters of recommendation, pictures, time lines, programs, articles, etc. The only thing that the supplementary material can't be is a continuation of the written award.

Pictures make one of the biggest differences. They provide a connection for judges and help differentiate all of the outstanding submissions received. You can put more than one picture on a page. Be creative – you can create a supplementary page like a newsletter or keep it very simple.

Q: How many total sheets can the supplementary material be?

A: Supplementary material can contain at the most three pages of material. We want to keep all of the awards the same as far as how much can be submitted.

Q: What things are you looking for when judging the awards?

A: Everything that is listed on the award application has points when being judged. It is encouraged to cover all of the different points that are on the award. It should be more of a natural thing when writing the award, because overall the people and programs you are writing about have all of the things that the award is looking for. It is important to note that only one supplementary item is required to continue on and to be judged, but up to three supplementary pages will have a possibility for points.

On each award application there is a section that says “Selection Criteria.” Besides meeting the requirements and points for each of the supplementary pages the main part of the points is based off of the selection criteria.



Other Stuff

General Items

- ♦ The requirements and technical requirements are the items that will be checked prior to judging further.
- ♦ You will be asked to indicate if you would like the PTA president, the award writer, the principal, or the nominee notified first if the nominee wins at state.

Specific Items

- ♦ Remember to write about the program and not the chair for the awards in categories of Engagement and Development.
- ♦ Spirit of Inclusivity can be about a person or a program.
- ♦ Administrator can recognize principals and assistant principals.

The Process for Notification of State Winners

- ♦ We try to send out notification between the third and fourth week of March. We will notify the person listed on the award: “If nominee wins at region/state, who would you like contacted first?”
 - Included in that email will be the region director so that they know that someone in their region won.
- ♦ **Week Later:** Notify the winner from state that they won (allowing locals time to notify award recipients before an email is received).
 - Included in that email will be everyone that has contact information on the entry: Principal, PTA president, person who wrote the award, etc.

Answers to Questions Throughout the Year

- ♦ UtahPTA.org/Utah-PTA-Awards
- ♦ Your council/region generally has someone that can answer questions or help you
- ♦ If you can't find the answers on the website or through your locals, councils, or regions you are welcome to contact the state awards specialist at Awards@UtahPTA.org.



WRITING AWARDS 101

Don't Put It Off: Meet with your board and your administrator and select a candidate as soon as possible.

Know Your Subject: Meet with your candidate. Interview them, have them write down every program they have been involved in, not only with the school, but within the community, and other extracurricular activities. The more material you have to work with, the better your award will be.

Follow the Rules: The applications are clear about what the requirements and the technical requirements are. Make sure you complete the application.

Writing the "Report": Have fun, but think of it like writing a school report. You will want to write and then have an editor review it and fix things. Don't be afraid to use big words, words with emotions, words that describe.

Example: Terri spends a lot of time at our school and has started many programs OR Terri gives freely of her excitement, passion, time, and energy to the programs at our school and has pioneered many of the existing programs that are in place today.

Use Quotes: Get quotes from parents, students, peers, and administrators. They are very powerful in the context of the award. *For example:*

- ♦ Since Mr. Hunter started the TSA program in 2018, Oak Canyon Junior High students have consistently received honors on both state and national levels. The following are comments from former students:
 - "When taking on projects or challenges for competition in TSA, Mr. Hunter always encourages me to sign up for more than I normally would. This helped me to push beyond my predefined limits and enables much growth and discovery." (Aaron M.)
 - "What Mr. Hunter did was way outside of his responsibilities; he would spend his time for the good of his students. He is serious about helping others achieve their goals." (Josh M.)

Get Recommendations: You can use letters of recommendations as part of your supplementary materials. It's nice to get the letter of recommendation and quotes from a variety of sources.

Supplementary Materials: Supplementary materials are required, but there is a minimum and a maximum for all of the awards. It's best to maximize the information, pictures, programs, etc. Be creative and utilize your space. If you have more information than you can fit in the write-up, utilize your supplementary space to highlight things that you were unable to include in the write up.

Most Important – HAVE FUN! If you implement these simple tips, use one or two of them – whatever you would like, include the things that are requested on the cover sheets and have fun writing the awards and learning about the fantastic people and programs you have in your schools – your awards will do well.



UTAH PTA AWARD SUBMISSION GUIDELINES

More information on Utah PTA awards as well as access to the online submission forms can be found at UtahPTA.org/Utah-PTA-Awards.

Requirements for all awards:

- ♦ Local PTA is in good standing
- ♦ If the application is for an individual, they must be a member of PTA and exemplify the PTA Purpose and Mission
- ♦ Nomination essay up to 1000 words (about the length of two typed single spaced pages)
- ♦ Supplementary material:
 - One supplementary item is required
 - There are points for each supplementary item up to three items
 - Each supplementary item should be no more than one page long
 - These materials may include photographs, articles, letters, program materials, or other items

Advocacy

Categories that this award can be written for include legislative activities; organizing local community members to communicate with policy makers, businesses, health department, school board members, local school administration; educating others about PTA priorities: general membership, legislators, board members, elected officials, school administration, "Meet the Candidates Night," and other advocacy programs.

Please include details for the following in the nomination essay:

- ♦ Goal of the program/projects
- ♦ Describe the programs/projects and include steps used to plan, coordinate, and conduct the program/project
- ♦ Describe how you evaluated the programs/projects
- ♦ Describe the impact the programs/projects have had particularly on students as well as others

Development Award

Suggested areas that this award can be written for (not limited to): leadership development with students, board members, parents or others, curriculum enrichment, parent education, health, safety, family issues, or the arts.

Please include details for the following in the nomination essay:

- ♦ Goal of the program/projects
- ♦ Describe the programs/projects and include steps used to plan, coordinate, and conduct the program/project
- ♦ Describe how you evaluated the programs/projects
- ♦ Describe the impact the programs/projects have had particularly on students as well as others



Engagement Award

Categories that this award can be written for: parental engagement, student engagement, business partnerships, membership recruitment, community engagement, and representational engagement.

Please include details for the following in the nomination essay:

- ♦ Goal of the program/projects
- ♦ Describe the programs/projects and include steps used to plan, coordinate, and conduct the program/project
- ♦ Describe how you evaluated the programs/projects
- ♦ Describe the impact the programs/projects have had particularly on students as well as others

Outstanding Elementary/Secondary School Educator

Selection criteria (please include the following):

- ♦ Nomination essay with the following details:
 - Educator's relationship with students
 - Educator's relationship with parents
 - Educator's relationship with PTA and community
- ♦ Letter from the principal as a supplementary page is required

Outstanding School Administrator

Suggested items to include (you do not need to include all of these aspects):

- ♦ Accessible to students, parents, teachers
- ♦ Aware of and supports the active participation of parents in the school
- ♦ Able to recognize the diverse needs of students
- ♦ Able to recognize and celebrate individual student achievement and effort
- ♦ Facilitates partnerships between parents and teachers
- ♦ An active participant as a member of the PTA Executive Committee
- ♦ Listens to concerns of students, parents, and teachers, and finds positive resolutions
- ♦ Provides a positive environment for students, parents, faculty
- ♦ Makes learning fun
- ♦ Looks for and finds ways to continue to make progress and improve their school

Please include details for the following in the nomination essay:

- ♦ Attributes of the principal - any items listed above
- ♦ Impact on students
- ♦ Exemplifies Mission/Purpose of PTA
- ♦ Nominee's activities



Outstanding Support Staff

Selection criteria (please include the following)

- ♦ Nomination essay with the following details:
 - Relationship with students
 - Relationship with parents
 - Relationship with PTA and community
 - Relationship with faculty
- ♦ Letter from the principal as a supplementary page is required

Outstanding Volunteer

Nomination essay with the following details:

- ♦ Describe the nominee's impact on students
- ♦ Describe nominee's activities
- ♦ Describe nominee's relationship with faculty/administrators
- ♦ Describe nominee's relationship with volunteers
- ♦ What makes this volunteer an outstanding volunteer?

Spirit of Inclusivity

Selection Criteria (Please include details about at least three of the following items in the nomination essay):

- ♦ Nominee must organize an activity and seek the involvement of minority (definition: the smaller number or part, especially a number that is less than half the whole number) parents, leaders, or organizations in their community.
- ♦ Include details of the activity so that other schools could implement the program.
- ♦ Nominee mentored or assisted in the appointment/election of a minority to a leadership role in the PTA.
- ♦ Nominee's result has a positive impact on students/school.
- ♦ State the goal of the program/projects and show how you used the six National Standards for Family School Partnership which are: Welcoming All Families into the School Community, Communicating Effectively, Supporting Student Success, Speaking Up for Every Child, Sharing Power, and Collaborating with Community.

Spirit of PTA

Selection Criteria (Please include details about all of the following):

- ♦ Nominee has given at least two years of service to children through the PTA
- ♦ Nominee must exemplify the PTA Mission and Purposes
- ♦ Nominee is an example of quality leadership
- ♦ Describe how the nominee's activities and accomplishments are superior
- ♦ Nominee has a positive impact on student/school





everychild.one voice.

Arts Education & Supplies Grants

Funds to be used in the 2023-24 school year

What is the Utah PTA Arts Education Grant?

It is a fund that supports local PTA efforts for arts education activities in their school. Funds are granted one dollar for each dollar (1:1) contributed by the Local PTA unit. Amount determined by the Utah PTA Arts Education Grant Committee.

Who is eligible to apply for Utah PTA Arts Education Grant?

Any Local PTA/PTSA with bylaws and membership in good standing.

What may the grant be used for?

The creation or enhancement of an existing PTA arts program or project. Musical scores, instruments, theater rights, props, scenery, and costuming, etc. Expertise to support student performances and productions. Any other art program needs. You are only limited by your imagination.

How do we apply?

Fill out and submit a Utah PTA Arts Education grant application. Application may be found online at www.utahpta.org/arts-education-supplies-grant.

When is it due?

Applications are due on March 1.

Who awards the funding?

The Utah PTA Arts Education Grant Committee comprised of parents, educators and community leaders award the grants.

When will the funds be awarded?

Funds will be available July 1 for the upcoming fiscal year.

What else is required?

The arts program must be developed and facilitated by the PTA in cooperation with the school administration.

PTAs must submit a final report form as soon as the arts program is finished or no later than June 1.

What is the Utah PTA Arts Supplies Grant?

It is a fund that supports Local PTA efforts for arts activities in their school. Funds are granted one dollar for each dollar (1:1) contributed by the Local PTA unit. This grant supports the supplies needed to run a PTA/PTSA art program and/or project. This is a separate grant. The amount of each grant is determined by the Utah PTA Arts Education Grant committee and is dependent on available funds. Recipients are determined by a drawing of eligible applicants.

Ideas for Arts Education Grants

- ⇒ A dance instructor coming to instruct and teach children areas of dance.
- ⇒ A bookmaking artist teaching children the art of bookmaking and making their own book.
- ⇒ Learn the skills of poetry and carry out a poetry contest either in writing or out loud.
- ⇒ Invite film makers to give instruction on how film is made. Have a film festival.
- ⇒ Visual artists can teach skills to create a school project. (i.e. mural of students art)
- ⇒ Have cultural groups come and teach their culture through art, dance, and music.
- ⇒ Have students write stories that can be carried out on stage or a puppet play.
- ⇒ Have storytellers come and share their expertise. Students can write stories and do the same.
- ⇒ Invite music artists to share their music. Have students create musical instruments.
- ⇒ Create comic or cartoon stories of issues facing children today.

DUE
MARCH 1
2023



Why does art matter?

1. Art promotes creativity – The world needs more and better thinkers
2. Art encourages neural connections – employs all of the senses
3. Art builds fine motor skills
4. Scribbling is a precursor to writing
5. Art develops problem-solving abilities – making choices, confidence, flexible thinkers
6. Art helps kids understand themselves and their world
7. Art helps kids connect

- The Artful Parent | www.artfulparent.com -



Art matters because it illustrates the human experience—the wonder of it, the bewilderment of it, the whimsy of it, and so much more. We would not be connected so deeply without the existence of art.

- Kathleen Dinsmore

The arts matter because they allow us to express ourselves and illustrate the world around us in a different light, helping us to gain understanding, build communities, and give hope.

- Kelli Rogowski

The arts matter because they allow an individual a platform to express their unique creativity to/with the world.

- Monica Waters



Art is, the works of our hands and feet, the thoughts and innovations coming from our mind, and the inspiration coming from our spirit and our soul. It is how we survive.

- Deborah Washington



The arts matter because they allow you to experience different ways of seeing and thinking about life.

- Don Ball

The arts matter because we matter, and our stories matter. We are moving miracles, walking creators engaging in a cosmic dance. The art we express is timeless.

- Mohammed Sheriff



Art Resources for Utah Schools:

Utah Department of Arts and Museums (UDAM)
artsandmuseums.utah.gov/

Utah State Office of Education (USOE)
www.schools.utah.gov/

Professional Outreach in Schools (POPS)
popsutah.org

Salt Lake City Arts Council
saltlakearts.org

Art Works For Kids
www.artworksforkids.org

**Utah
PTA®**

everychild.one voice.

UTAH PTA MISSION STATEMENT

To make every child's potential a reality by engaging and empowering families and communities to advocate for all children.



Utah PTA Arts Education & Supplies Grant(s)

Thank you for your interest in the Utah PTA Arts Education and Supplies Grants. Applications are due **March 1**. Grants will be awarded based on 1:1 matchings funds as decided by the Arts Education Grant Committee. Grant funds may be used by PTAs to collaborate with the community to create and/or increase the access to meaningful art experiences. Dates may need to be modified due to complications beyond our control. Notifications will be sent through Region Directors and directly with applicants as available.

Planning Your Program

Please note that you are applying for money to be used in the following academic year. Successful applicants will be informed in **May** and two-thirds of the money will be disbursed **July 1** with the final third (1/3) disbursed upon completion of the project and a final report given. As you plan, please involve your President-elect or other ongoing PTA officers who will implement the plans the next year. Please pick an area that relates best. These areas include Dance, Theatre, Music, Visual Art, Media Arts, and Literary Arts. Remember this is to be a PTA project, not a school project, nor an equipment purchase, nor funds for the purpose of solely purchasing art supplies.

As you plan your program and budget, you may find useful information on the Utah Arts & Museums website. Their website is: artsandmuseums.utah.gov/. Here you can find a wealth of information about artists, usual salaries, and also other grants for which you may wish to apply.

Areas For Grant Consideration (Consideration may overlap multiple areas)

Most ideas below could support creating in various Reflections categories.

Dance: Funds could be used to fund dance instructors and presenters, education of dance history, dance within the area to promote community engagement, education activities including choreography and performance, and dance projects of all sizes.

Theatre: Funds could be used for the production or presentation of traditional or classical repertoire, new plays and musicals, showcases, artist residencies, work for young audiences, experimental work, community-based work, outdoor historical dramas, and publicity.

Music: Funds could be used to bring the power of music into the lives of children through artists, engagement of music directly with students, music and movement, cultural music experiences, unconventional forms of music, composition, vocalization, and musical improvisation.

Visual Arts: Funds could be used for painting, sculpture, photography, printmaking, drawing, craft, and public art. It should demonstrate exceptional artistic exploration and meaningful thought to create a project either individually or on a larger school scale. Funds should not be intended to purchase instructional supplies and materials.

Media Arts: Funds could be used to support the development, production, and distribution of projects that demonstrate media as art. Media arts includes screen-based projects presented via film, radio, audio, video, and internet; interactive and mobile technologies; video games; and transmedia storytelling.

Literary Arts: Funds could be used to support students to write, revise, edit, publish and perform their own creative writing. This could include presenters to exhibit such media as *Poetry Out Loud* or storytelling, and then have students expound on this new knowledge through oral presentation.



Fill Out the Application

Please fill out the application form at www.utahpta.org/arts-education-supplies-grant. The available funds are limited and there needs to be a clear understanding of what your PTA would like to achieve. Applications will not be considered if matching funds are not obtained. PTA must be in good standing (dues paid, current bylaws, beginning and ending year paperwork submitted) in order to receive a grant from Utah PTA or National PTA.

The following questions will be answered during the application process:

- ✧ What are the arts education needs of the student body as determined by the the PTA?
- ✧ What are the school's PTA goals and objectives?
- ✧ Describe the arts education project for which the PTA is requesting funds and how will the project help the PTA achieve its goals and objectives?
- ✧ Describe the time line for this project including when the project starts and when it will end.
- ✧ Who and how many will benefit from participation in this project? (Grades, teachers, parents, community volunteers, etc.)?
- ✧ How will PTA measure and evaluate the impact/success of this project?
- ✧ This grant is about PTA involvement beyond writing grants and raising funds. How will parents of the school be directly involved in this arts project?
- ✧ If you are paying an artist fee, please give details about their qualifications and artistic experience. Please include a short bio and contact info.
- ✧ Has your school received the Utah PTA Arts Education Grant previously? What year(s)?

You will need to enter your budget for the project, including equipment purchase or rental, instructional materials, artist fee, travel related expenses, etc. and show matching funds. Project expenses are eligible for the Arts Education Grant and art supplies are eligible for the Art Supplies Grant. You may apply for one or both of the grants.

When filling out the budget summary, please include ALL monies you plan to spend, not only the money you are requesting from the grant.

A letter of support from the school administration concerning the planned art project is required.

Follow-up Activities

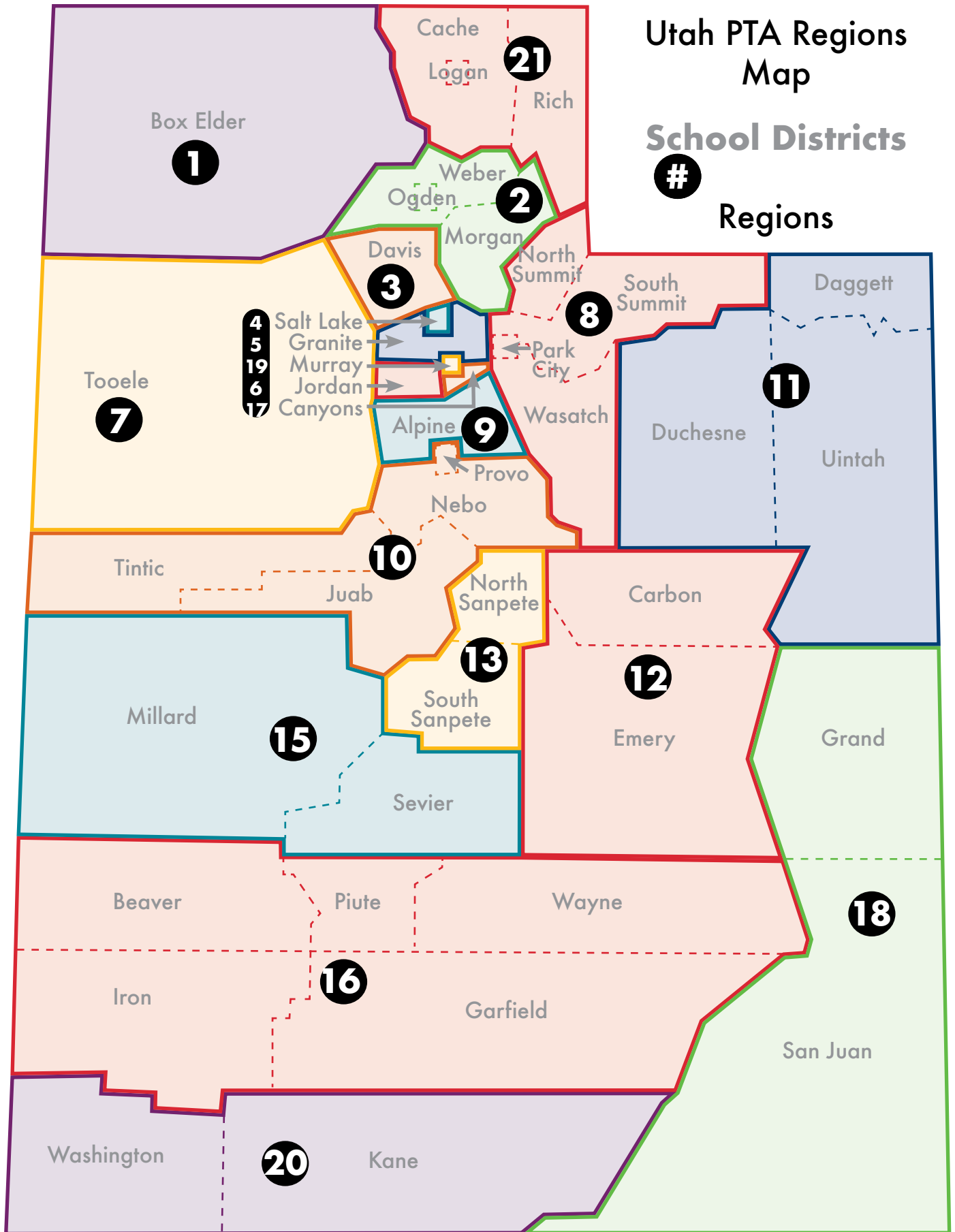
Two-thirds of the grant amount will be paid out **July 1**. The remainder will be paid after Utah PTA receives a brief evaluation and report of the completed program. The form for the evaluation and report will be sent with the initial payment.

If you have suggestions for streamlining the application and disbursement process, please share them with us at kids@utahpta.org and be sure to include "Arts Grant" in the subject line.

The Utah PTA Arts Education Fund receives funds from donors. You can help by contributing to the fund. Donations can be sent to: Utah PTA, 5192 S. Greenpine Drive, Murray, UT 84123-4604.

We wish you all the best as you plan and implement arts programs for our Utah children.







CONNECT

UTAH PTA

5192 S. Greenpine Drive
Salt Lake City, UT 84123

Phone: (801) 261-3100

Fax: (801) 261-3110

Kids@UtahPTA.org

UtahPTA.org

Monday - Thursday

9:00 am - 3:00 pm

Closed Friday | Closed holidays

Please call before you come to ensure office is open.

NATIONAL PTA

1250 N. Pitt Street

Alexandria, VA 22314

Phone: (703) 518-1200

Toll Free: (800) 307-4PTA (4782)

Fax: (703) 836-0942

Info@PTA.org

PTA.org

**Utah
PTA®**
everychild.onevoice.

FOLLOW UTAH PTA



Facebook

Utah PTA

Facebook Groups that you can join:

Utah PTA Advocacy

Utah PTA Super Secondary

Utah PTA Excellent Elementary

Utah PTA Treasurers

Utah PTA Reflections

Utah School Community Councils

Real Men of Utah PTA



Twitter

@UtahPTAOneVoice



Pinterest

@utahpta



YouTube

Utah PTA One Voice



Instagram

Utahpta