

**2018-2019 Curriculum Enrichment Funding Request Form**

* The PTA is continuing the new format for requesting CE funds. There are now two windows of submission for the entire school year, one at the beginning of each semester. Please refer to the [**Curriculum Enrichment 2018-2019 Faculty Letter**](https://docs.google.com/document/d/113wa7cDxlOmc0jePp8JJSS-hv-tYm58PtaeC8qXsCrM/edit?usp=sharing) for specific changes to the application time line.
* Fill this form out in its entirety and save the form with a file name as instructed in the [**Curriculum Enrichment 2018-2019 Faculty Letter**](https://docs.google.com/document/d/113wa7cDxlOmc0jePp8JJSS-hv-tYm58PtaeC8qXsCrM/edit?usp=sharing).
* **Remember** to attach supporting documents supporting the **full cost** of the experience to your email. Requests cannot be considered until all necessary documentation has been received.
* Email the form to your Department Head. When your Department Head approves the event he/she will forward the email to the Curriculum Enrichment Co-Chair at [**Curriculum.Enrichment@ghspta.org**](mailto:Curriculum.Enrichment@ghspta.org).
* Refer to the [**Curriculum Enrichment 2018-2019 Faculty Letter**](https://docs.google.com/document/d/113wa7cDxlOmc0jePp8JJSS-hv-tYm58PtaeC8qXsCrM/edit?usp=sharing) on the Forms page of PTA on the GHS website for a full list of instructions.
* If you have any questions please contact the GHS PTA Curriculum Enrichment Coordinator at [**Curriculum.Enrichment@ghspta.org**](mailto:Curriculum.Enrichment@ghspta.org).

|  |  |
| --- | --- |
| Applicant: | App. Date: xx/xx/xxxx |
| Email: | Event Date: xx/xx/xxxx |
| House: | Phone: xxx-xxx-xxxx |
| Department: | Department Head: |

Description of Program Requested:

Which class(es) will benefit from the program? Provide class titles as they are written in the Course of Study Guide:

What are the specific curriculum standards linking the trip with units of study?:

|  |  |
| --- | --- |
| # of students currently enrolled in course?: 0 | # of students participating in event?: 0 |

What accommodations, if any, are being made for students in the class who are not participating in the trip/event? (e.g., online component accessible on students own time):

**✦✦ Remember to attach all invoices supporting the full cost of the experience. ✦✦**

**✦✦ Requests will not be considered until all necessary documentation has been received. ✦✦**

|  |  |
| --- | --- |
| Admission Charges: $0.00 | Other Expenses: $0.00 |
| Description of Other Expenses: | |
| Transportation Charges: $0.00 | Transportation Provider: |
| **Total Expense:** **$0.00** |  |

Less Required Student Contribution (min. $5/student required):

|  |  |  |  |
| --- | --- | --- | --- |
| $0.00 (per student) X | 0 students = | | $0.00 total student contribution |
| **Net Amount Requested: \*****$0.00** | |  | |

**(\*Net Amount Requested must not exceed $45 per student participant.)**

**Checks can only be made payable to GHS.**