Thank you for taking the time to fill out this form! The information you provide will allow the PTSO Executive Board to appropriately consider your request for presentation to the entire Orangevale Open PTSO for a vote. A completed form must be turned into the *PTSO box in the Orangevale Open K-8 Office*, or *be received by a PTSO Executive Board member* ***two weeks prior to a general meeting***. ***If the proposal is approved, the money will be reimbursed after successful completion of the project.*** For a request to be considered, forms are due by these dates:

|  |
| --- |
| **Meeting Date (3rd Thursdays 6:30pm): Proposals Due:** |
| September 26 September 12 |
| November 28 November 14 |
| January 23 January 9 |
| March 27 ( annual) March 13 |
|  |
|  |

The Goals of the OVO K-8 PTSO

***Community Building*** *- To develop, plan and participate in events, assemblies and open houses, sponsor activities that involve more parents in school programs, such as providing babysitting for meetings and activities; and assist in communicating school activities to the entire Orangevale Open K-8 School community.*

***Parent Education*** *- To organize information sessions for parents on any issue concerning the social, health, and educational well-being of the students and community of Orangevale Open K-8 School in coordination with existing programs.*

***Fund Raising*** *- To plan and implement activities for the primary purpose of collecting moneys for room funds, special projects, and the other needs of the students and Orangevale Open K-8 School programs.*

***Organize and/or Facilitate Special Projects*** *- To organize and fund projects that will enhance the social and educational well-being of teachers, parents, guardians and students at Orangevale Open K-8 School.*

**Scoring from Rubric**

The Board does this part when considering the proposal. An ideal project will have a score of 10 or higher for each item. Rubric found at http://rubric.ovoptso.org.

|  |  |
| --- | --- |
| **Factor** | **Score** |
| 1. Does the proposal have the support of the Orangevale Open school administration? If needed, has the San Juan Unified School District approval been obtained? |  |
| 1. Scoring based on the amount of money requested as a percentage of the total yearly budget for proposals. |  |
| 1. Is the proposal generated by Orangevale Open students, teachers or parents? |  |
| 1. Students will benefit from the results this year. |  |
| 1. Will the proposal benefit multiple classes within a grade or multiple grades? |  |
| 1. Will the proposal be of benefit over multiple years? |  |
| 1. Is the proposal creative, new, or imaginative? |  |
| 1. Does the proposal address student needs? |  |
| 1. Does the proposal address and/or support educational standards? |  |
| 1. Does the proposal fit within the mission of the PTSO? |  |
| 1. Will there be an ongoing maintenance cost for the results? |  |

**The Proposer does this part.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Proposal Name:** |  | | |
| **Proposer Name:** |  | **Date:** |  |
| **Email:** |  | **Phone:** |  |
| **Amount Requested:** |  | **Completion Date:** |  |

**Use the rubric questions and those below to build your case for OVO PTSO funding of your project. Use as many pages as needed.**

* What will the funding be used for?
* Who and how many will benefit from the funding?
* List all other funding sources being sought, including plans for matching funds, fundraising events, etc.?

**Proposal:**