



PVA Funding 1-2-3s

2023-2024 School Year

PVA Mission

The PVA strives to enhance and enrich Pine View students' school experience by supporting the school's academic, social, fine arts and technology objectives. The PVA encourages volunteerism, raises and disburses funds, promotes communication and cooperation with the school, provides input to the school on issues of concern to parents and supports gifted advocacy issues on a local and statewide basis.



The Three Ws of PVA Funding Requests

Who?

Funds may be requested of PVA by administrators, guidance staff, teachers, club sponsors or board members.

Students and parents must have a faculty/staff sponsor in order to present a funding request.

When?

Requests must be approved by Dr. Covert and passed on to PVA **two** weeks prior to the second Tuesday of each month, excluding June, July, August and December.

Where?

Forms can be found at:
<https://www.yourpva.org/pva-funding-requests/>

For requests >\$500, requestors attend a PVA board meeting to present their proposal and answer any questions.

Due Dates

Submit to Dr. Covert by	Request passed to PVA by	PVA Meeting and Vote*
August 22 nd	August 29 th	September 12 th
September 19 th	September 26 th	October 10 th
October 24 th	October 31 th	November 14 th
January 23 rd	January 30 st	February 13 th
February 27 th	March 5 th	March 19 th
March 19 th	March 26 th	April 9 th
April 23 rd	April 30 th	May 14 th

***IMPORTANT NOTICE:**

Any funding request that is submitted within two weeks of the PVA meeting will be held for voting until the following month. Requests are typically not reviewed in December or January

Filling out the online Funding Request Form

Visit <https://www.yourpva.org/about/> “Our Mission” and scroll to “We Fund Opportunity” where you’ll see a link to [funding requests](#)

WE FUND OPPORTUNITY



In addition, through the support of our wonderful and involved parents, PVA grants [funding requests](#) to our classes and clubs, as well as other departments on campus, such as guidance, health, and the media center, to help them provide those extra special programs that make Pine

View such an amazing place to go to school.



PVA Online Funding Request Form

The following list of fields are required for submitting the Online Funding Request Form and additional information may be required during the Pre-Approval, Preview and Decision stage if the requested amount is more than \$500.

* Required

Teacher/Staff Name *

Your answer

Teacher/Staff Phone *

Your answer

Teacher/Staff Email *

Your answer

Class/Club/Dept *

Your answer

Fed Tax ID

Your answer



Leave blank if none

Total Amount of Request *

Your answer

To whom should the check be written? *

For most School or Club activities, please put in "PVS".

Number of Students Who Will Benefit *

Short answer text

Number of Grades Who Will Benefit *

Short answer text

History of Previous Grants (Past 3 Years) *


Long answer text

Overall Budget *

Please attached Financial Statement for the last 2 Years, if applicable.

Long answer text

Funds Raised to Date *



Looking for amounts per year;
funds used?

Alternative Funding Plan *

Your answer

Encourage you to show that you have other income sources

Plan for Use of Funds and Funding Request Rationale *

Please provide a brief description of the benefits, objectives and expected outcome for PVA funding, presentation to PVA board might be required if the requested amount is more than \$500

Your answer

Accommodations, transportation, etc.

Can you participate in other PVA fundraising events? *

Yes

No

Submit

Clear form

What happens to my request once I

SUBMIT

?

- Email Dr. Covert with any attachments and to ensure the request was received
- Dr. Covert will also submit to the PVA President and the Funding Request Chair (Puja Dhanraj and Gretchen Lovewell)
- If approved, the request is forwarded to the entire PVA Board
- Or, Dr. Covert might send it back to you for additional information

Next Steps

- Gretchen works with PVA to gather any questions or concerns from board members
- Questions/concerns are forwarded to the requestor so that we can work together to address any issues or concerns prior to the PVA Board Meeting

Next Steps

Funding Requests \leq \$1,000

- Requestor may present to PVA Board, but it is not required
- Requestor prepares a written proposal that will be reviewed and voted on during PVA Board Meeting

Funding Requests $>$ \$1,000

- Requestor gives a 3-minute presentation at PVA Board Meeting
- PVA Board Meeting includes funding request vote (with limited discussion because we've already worked out the kinks prior to the meeting!)

What PVA considers when voting...

- How does funding further Pine View School and PVA's missions?
- Does the funding request benefit an underserved group at PV?
- Does funding raise Pine View's overall profile?
- How has the club raised funds in the past?
- Does it directly or indirectly benefit a significant number of students?
- How do we view a club, group or classroom asking for one monetary amount to be used for the entire year's expenses at will?
- Are the objectives/outcomes obtainable?
- How will the club or organization view its responsibility to PVA in reporting its impact?

Next Steps, after award

- Successful requests and presentations provided to PVA for repository
- Once funds are spent, prepare a final report to PVA with the following:
 - Total budget, PVA funding amount, additional sources of funding, uses of funds
 - Project objectives and goals
 - Details of project accomplishments and their significance
 - Description of need or any plans for additional work on this project
 - Any explanation of changes to the goals and objectives
 - Explanation of how the project results have been or will be disseminated
- Benefitted clubs attend Spring PVA meeting for PowerPoint presentations to look-back/look-forward

Funding Requests Awarded May 2022 – May 2023

Total: \$107,801

Clubs

\$22,726

- South Asian Cultural Club
 - \$1,000
- Speech and Debate
 - \$10,000
- Artist's Garden
 - \$3,000
- HOSA Club
 - \$3,726
- FIRST Robotics
 - \$5,000

Teachers/Class Trips

\$44,825

- Pine View Band
 - \$25,000
- 3rd Grade Showcase
 - \$3,000
- Senior Grad Bash
 - \$5,000
- Choir
 - \$4,475
- Odyssey of the Mind
 - \$7,350

PVS

\$40,250

- Veterans' Day
 - \$2,000
- Senior Breakfast
 - \$1,000
- ACT/PSAT/SAT Boot Camps
 - \$3,250
- College Guest Speaker Fund
 - \$12,000
- Naviance Software
 - \$6,000
- Weight Room
 - \$16,000

Tips

- Please submit funding requests before the deadline and follow up with Dr. Covert to make sure the request is being reviewed by him and forwarded to PVA by the deadlines
- Try to highlight PVA considerations
 - Impact, opportunity for growth, sustainability...
- Reach out to Gretchen for help (glovewell@mote.org, 941-374-3425)
- Engage the students and have them help with the presentation – we want this to be a good experience for them and help them to learn new skills! The PVA Board is excited to hear from them about how the money will be used and how it will help their club/organization!

Thank You!

- Thank you so much for all you do for our students!
- We are here to help and encourage you to reach out to PVA as a potential funding source!
- PVA looks forward to seeing many of you this year and wish you all a wonderful 2023 – 2024 school year!