

PTA UNIT/COUNCIL SPOTLIGHT AWARD – FORM

Applications Due – March 15, 2024

Please Print

Name of PTA/PTSA _____
Check one: ☐ Elementary ☐ Jr. High/Middle/Intermediate ☐ High CA State PTA Unit # _____

Council (if in council) _____ District PTA _____

PTA President _____

Phone/Cell # (____) _____ Email _____

Address _____ City _____ Zip _____

► PTA SPOTLIGHT UNIT AND COUNCIL AWARDS – Check ONE category per application form:

- | | |
|--------------------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Advocacy (U/C) | <input type="checkbox"/> Family Engagement (U) |
| <input type="checkbox"/> Collaboration (U/C) | <input type="checkbox"/> Leadership Development (C) |
| <input type="checkbox"/> Communication (U/C) | <input type="checkbox"/> Membership & Outreach (U) |
| <input type="checkbox"/> Diversity, Equity & Inclusion (U/C) | <input type="checkbox"/> Programs for Student Achievement (U) |
| <input type="checkbox"/> Environmental (U) | <input type="checkbox"/> Student Involvement (U) |

One winner will be chosen from each category .
Categories with a (U) are for units only . Categories
with a (C) are for councils only . Categories with
a (U/C) are for both units and councils .

► HOW TO APPLY – Tell us about your program.

Complete this form and answer the questions below:

1. What program did you organize?20 points
2. Why was this program developed?15 points
3. How was your program implemented?25 points
4. How will you continue to promote and sustain
your program's objectives during the year?20 points
5. What was the impact of your program on your
school community?20 points

APPLICATION GUIDELINES

- You may apply for 1 or more award categories, even for the same program. Each category must have a separate application form.
- Fundraising programs are not eligible.
- Responses to application questions should be on 8 ½" x11" paper, numbered, typed and 1,000 words or less per award category.
- You may include 3 additional, one-sided supplemental pages in each application packet. No folders, sheet protectors, colored paper or 3-D items.
- Please note that any unauthorized use of copyright materials is not permitted.

Submitted by _____ (Please Print) PTA Position _____

Do you give California State PTA permission to post program information on its website and to share ideas with members as requested? ☐ Yes ☐ No

**Council PTA President Signature _____ **District PTA President Signature _____

****Please Note:** Your signature affirms that this PTA is in good standing, qualifies for a Ready, Set...Remit! Award and has current bylaws. All materials become the property of California State PTA and will not be returned. Winners will be notified in March.

Mail Application Packet to:

California State PTA, Vice President of Membership Services, 2327 L Street, Sacramento, CA 95816-5014 Questions?
– Contact: Vice President of Membership Services, California State PTA – membership@capta.org

Application Packet includes: ☐ Form ☐ Responses to questions ☐ Materials from program

02/2024

PTA Unit/Council Spotlight Award – Overview

PTA Unit/Council Spotlight Awards recognize successful programs that are planned, organized and implemented by PTAs. They also provide the opportunity to share your model program with other PTA leaders during a special California State PTA virtual meeting.

RECOGNITIONS/PRIZES FOR ALL AWARD-WINNING PTAs:

- o \$100 California State PTA grant
- o Special recognition at the California State PTA Convention
- o Opportunity to showcase program at a PTA virtual meeting

CATEGORIES – APPLY IN ANY CATEGORY BELOW:

- **Advocacy | Unit or Council** – Advocating on behalf of all children at school, community or state and national level

Examples: Training parents and students to be better advocates, enhancing their roles in decision-making in educational issues, legislative activities supportive of the education, health and welfare of students

- **Collaboration | Unit or Council** – Developing strong partnerships to connect individuals, enhance student learning, assist schools & families, involve community stakeholders

Examples: Programs involving community agencies, organizations, education foundations, local businesses that connect education programs with workplace, senior citizens groups and community service learning

- **Communication | Unit or Council** – Maintaining effective and open communication with members

Examples: Utilizing websites, newsletters, e-news or social media to inform and support leaders and members

- **Diversity, Equity & Inclusion | Unit or Council** – Evaluate and adopt programs and practices that promote diversity, equity and inclusion

Examples: Create a safe space where everyone feels welcome and accepted, use gender neutral ways of communicating

- **Environmental | Unit Only** – Promoting conservation, environmental awareness on campus

Examples: Programs involving waste reduction/recycling, air quality and conservation of non-renewable resources

- **Family Engagement | Unit Only** – Promoting student success with family engagement in students' education

Examples: Activities enhancing family engagement, parent education or family support/resource development

- **Leadership Development | Council Only** – Boosting leadership capacity and development to ensure long-term growth and enhance a PTA's effectiveness

Examples: Team building, mentoring, developing emerging leaders, involvement in training by PTA or outside agencies

- **Membership and Outreach | Unit Only** – Increasing membership while raising awareness of PTA's mission and the value of membership that involves all stakeholders

Examples: Creative campaigns focusing on PTA's value, importance of parent involvement in student success, membership growth through effective outreach to under-represented populations, non-traditional families and diverse community groups resulting in a PTA board reflective of its community

- **Student Achievement | Unit Only** – Implementing programs to support student achievement

Examples: Creative programs and events focusing on Education, Arts, Health or Safety to support student success

- **Student Involvement | Unit Only** – Increasing student involvement and participation in all aspects of PTA

Examples: Soliciting students' input on priorities and interests, planning and implementing programs with students, collaboration of students and adults (PTA leaders, principals, administrators), students serving on PTA boards, programs run by students that promote PTA's mission.

Awards – How to be eligible?

- Your PTA conducted the program since last year's application due date (February 1).
- Your application is signed by your council and district president to confirm that your PTA is in good standing and submitted:
 - o Per capita membership dues
 - o Insurance premium
 - o Worker's Comp Annual Payroll Report
- Your PTA qualified for a *Ready, Set ... Remit Award* – 30 members submitted by October 30.
- Your PTA has current bylaws.

Tips – Application Form

- Look in your bylaws for your CA State PTA Unit #.

**Learn more: [toolkit.capta.org](https://www.capta.org/toolkit)
[capta.org](https://www.capta.org)**