



## OPC

Oakmont Parents Club  
1710 Cirby Way  
Roseville, CA 95661

### Capital Projects and Equipment Fund Funds available from the previous Stadium Account Guidelines

The Capital Projects and Equipment Funds are designated for campus improvements of the grounds or equipment that provide a benefit for the general student population. Requests may be made by faculty, parents, students or members of the community. Funds are available from the previous Stadium Account.

The funds will be earmarked to be spent over four or five years. This may be changed based on requests and approved funding. Each year approximately \$25,000 will be available for Capital Projects and Equipments, and will be funded through a proposal process.

The Request for Funding application will be available on the Oakmont Parent Club (OPC) web site by January 1, 2012 and due to the OPC by March 2, 2012. Decisions for funding will be announced at the May 2012 meeting.

The requests will be reviewed by the subcommittee for funding. Requests may also be discussed with the district by the subcommittee to ensure that the request is not for something that is a district responsibility, but that it will enhance the school.

The Request for Funding application must be complete to be considered. Any application deemed incomplete will not be considered. Funding opportunities are only once a year. Any funds not disbursed that school year will remain in the account for future years.



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### 2012.2013 Funding Guidelines

The Oakmont Parents Club invites applications for grants from the Capital Projects and Equipment Fund.

Funds available	OPC has approximately \$25,000 annually available for Capital Projects and Equipment at Oakmont High School in Roseville California.
Maximum award	Based on funding availability, grant requests are strongly recommended to limit amount to \$15,000.
Eligibility	Faculty, parents, students, and members of the community with interest in the improvement of grounds or equipment at Oakmont High School.
Date funds available	Grant funds are expected to be available to successful applicants on or after August 1, 2012. The Capital Projects and Equipment Fund subcommittee will make its recommendations at the April 2012 OPC Meeting with final action by the membership at the May 2012 OPC Meeting.
Important notes	Awards are for one year only. All projects must be completed by May 31 of the year following the award. All requests <i>may</i> be reviewed and discussed with the Roseville Joint Union High School District to ensure no duplication of efforts and no replacing of district funds.
History	Funds are available from the previous stadium account. The stadium bill was paid in full by the district in 2008 and remaining funds in the account are now available for improvements to Oakmont High School grounds and equipment. These requests will not replace district responsibility.
For more information	Contact Marlena Sprague at <a href="mailto:marlenasprague@gmail.com">marlenasprague@gmail.com</a> .

Dates and deadlines:

**January 1, 2012** – Grant applications are available on-line at [Oakmont.org](http://Oakmont.org) under Parents Club and at OPC meetings.

**March 2, 2012** – Applications must be received in the OPC mailbox at Oakmont High School, 1710 Cirby Way, Roseville, CA 95661 by 4:00 pm. No Exceptions. Postmarks will not be accepted.

**March 9 – 30, 2012** - Applicants may receive questions from the subcommittee via email to clarify request.

**March 31, 2012** – Last day for applicants to submit answers to the subcommittee via email.

**April 17, 2012** – Proposals presented to OPC membership at April meeting

**May 15, 2012** - Proposals voted on by OPC membership at May meeting

**Funding Limitations and Reporting.** Funds must be used for the purposes specified in the grant application. Funds will be released after June 1 of the funding year following the submittal of signed invoices. All funds must be spent by May 31 of the funding year and completion of the project. A final report detailing project expenditures and results is also required at end of project. Failure to provide a final written report will disqualify applicant from the next funding cycle for which the applicant would otherwise be eligible.

**Confidentiality.** All grants submitted to the committee become a public document and are available to the public for review once included in the approved grants package.

**Written materials.** The committee will make its decision based on the written materials submitted. Please read the application carefully and provide as much detail as possible to assist the committee in making their decisions. Use the Checklist to ensure that your application is complete. If any item on the Checklist is not included, the application will be deemed incomplete and will be denied.

As part of the review process, the Committee may also submit questions via email to the applicants. Applicants are strongly encouraged to respond to those questions via email by March 31, 2012. Email is the preferred vehicle of correspondence; be sure to include an email address that is checked frequently on your application. It is the applicant's responsibility to confirm that all required documents and requested correspondence reaches its intended destination.

For more information: Please contact Marlena Sprague at [marlenasprague@gmail.com](mailto:marlenasprague@gmail.com).