

SIR WINSTON CHURCHILL SECONDARY SCHOOL - PARENT ADVISORY COUNCIL (SWC PAC)

**PAC DIRECT ACCESS GRANT FUNDS - CLUB OR DEPARTMENT REQUESTS**

**Club or Dept.:** \_\_\_\_\_ **Sponsor Dept.**  
**Head:** \_\_\_\_\_

SECTION I

Section 5 of the Conditions for PAC and DPAC Direct Access Program Grants states that  
“PACs may only use grant funds within BC for eligible disbursements that benefit students by enhancing the  
extracurricular opportunities as set out in section 5 of the application form.”

Read & Initialled \_\_\_\_\_

SECTION II

Please indicate the category (or categories) of your funding request:

<ul style="list-style-type: none"><li><input type="checkbox"/> student publications: newsletters, yearbooks</li><li><input type="checkbox"/> student competitions: writing, debating, chess, music</li><li><input type="checkbox"/> student computers: software, hardware, accessories</li><li><input type="checkbox"/> student societies: drama club, student society</li><li><input type="checkbox"/> student ceremonies: graduation, dry grad</li><li><input type="checkbox"/> uniforms and equipment for extracurricular activities</li><li><input type="checkbox"/> sports or playground equipment awards and trophies scholarships and bursaries</li><li><input type="checkbox"/> student conferences or educational field trips within BC</li><li><input type="checkbox"/> student transportation and travel <b>within BC</b></li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> student publications: newsletters, yearbooks</li><li><input type="checkbox"/> student transportation and travel outside BC, where the student group:<ul style="list-style-type: none"><li><input type="checkbox"/> is representing it's school as a result of merit achieved through organized competition</li><li><input type="checkbox"/> is competing in a sport that involves cross border travel</li><li><input type="checkbox"/> has been selected because of it's level of creative achievement or success, or is entered in a recognized competition in which there is a formal evaluation or adjudication process</li></ul></li><li><input type="checkbox"/> capital acquisitions directly benefiting students, such as playground equipment and student computers, and</li><li><input type="checkbox"/> capital projects directly benefiting students (not including school construction or maintenance).</li></ul>
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### SECTION III

Item(s) & Description	# Units	Total Cost (incl. taxes)

#### Rationale for request(s):

(Linkage to funding criteria, school goals, other sources of funding available, number of students involved, etc.)

Deadline for submission of staff requests to Finance Committee:

ELIGIBLE USES OF PAC DIRECT ACCESS GRANT FUNDS([www.pssg.gov.bc.ca/gaming/grants/pacdpc.htm](http://www.pssg.gov.bc.ca/gaming/grants/pacdpc.htm))

- “Grant funds must remain under the management and control of the PAC that receives them. Funds cannot be used for, or transferred to, curricular purposes or to schools or school districts, or any of their activities or programs.”
- “Grant funds may be accumulated for up to three years without prior approval from the Branch. “The PAC may look at a three-year rolling forecast to plan expenditures, to rotate funding among eligible uses, to accumulate monies for a larger project, or to balance needs within the learning community. Staff requests should include some reference or explanation about where the request fits into school-wide goals, projects and plans such as the Technology Plan.
- PAC funding is intended to benefit students by enhancing their extracurricular opportunities. “The application lists the following eligible uses of the grant funds:
  - student publications: newsletters, yearbooks
  - Student competitions: writing, debating, chess, music
  - student computers: software, hardware, accessories
  - student societies: drama club, student society
  - student ceremonies: graduation, dry grad
  - uniforms and equipment for extracurricular activities
  - sports or playground equipment
  - awards and trophies\scholarships and bursaries\student conferences or educational field trips within BC
  - student transportation and travel outside BC, where the student group:

- is representing it's school as a result of merit achieved through organized competition
- is competing in a sport that involves cross border travel
  
- has been selected because of it's level of creative achievement or success, or
- is entered in a recognized competition in which there is a formal evaluation or adjudication process

#### SWC PAC PROCESS AND GUIDELINES

In addition to initiatives that the SWC PAC may wish to propose, as a result of discussions with school, parent, and community members, the SWC PAC has developed an application process for considering specific requests from SWC staff through Department Heads. Applications are reviewed using the following criteria:

- (1) Requests must be departmentally supported and recommended by the Finance Committee.
- (2) Previous gaming Fund support is considered.
- (3) The number of students to be benefited is considered.
- (4) Other sources of funds available are considered.
- (5) A linkage shown to the School Goals is considered.
- (6) Computer requests must be for student use only.
- (7) Textbook requests are not supported.

Staff requests are made in March/April each year by Department Heads, in writing, on the form provided by the PAC. These requests are submitted to the staff Finance committee who will consult with the staff Technology Committee and who will then discuss with PAC executives their recommendations for allocation of funds. Allocations are approved at a general meeting of the PAC in April or May each year. Please prioritize your department's requests on the PAC's form (with supporting documentation if necessary), ensuring that the Rationale for Request clearly references both the government criteria and the SWC PAC criteria outlined above.