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|  | **PARENT COOPERATIVE PRESCHOOLS INTERNATIONAL**  **P. O. Box 230327 Web Site:**  Portland, Oregon 97281 www.preschools.coop  USA **E-mail:**  enquiries@preschools.coop |
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**MARIKA TOWNSHEND TRAVEL GRANT APPLICATION**

To help our members participate in PCPI by coming to the annual meeting, PCPI established and now honors longtime cooperative preschool advocate with the Marika Townshend Travel Grant program. The 2018 annual meeting will be held in San Francisco, California, March 9-11, 2018. Please consider attending the PCPI working meetings for the camaraderie opportunity as well as to exercise your membership vote, network with like-minded co-op people and attend educational sessions.

**Grant applications *must be received* *by* Noon Pacific Standard Time (3:00pm EST) on Monday, January 8, 2018.**

**ELIGIBILITY AND CRITERIA**

* All PCPI members – individuals, schools, councils – are eligible for a travel grant to attend the PCPI Annual Meeting. Schools and councils may sponsor teachers, staff, board members or other interested members.
* Applicants must have an interest in PCPI activities and a desire to gain new knowledge and experiences to benefit cooperative preschools.
* Funds will be used to cover costs associated with attending the PCPI annual meeting (registration, lodging, travel expenses).
* Grant recipients will be reimbursed after the meeting upon submitting expense receipts.
* PCPI has limited budgeted funds available for the 2018 Marika Townshend Travel Grants as well as funds donated in Marika’s memory, which continue to be accepted and are tax deductible in the US. The number of grants and amounts for each will vary depending upon need and the fund balance.
* Grant recipients are expected to attend the entire meeting. While the schedule is not complete at this writing, attendees should expect to begin on Thursday evening, March 8th and adjourn by Sunday noon, March 11th.

***To apply for a 2018 MARIKA TOWNSHEND TRAVEL GRANT,*** complete the application information on the next page. Send that information, along with a letter of recommendation from your school, council or a fellow PCPI member to PCPI Advisors, Vaughn Hatch at dhatch@telus.net, AND Natalie Hall at [nataliehall1@comcast.net](mailto:nataliehall1@comcast.net). **Email is strongly preferred** and it is fine to answer all the questions on the following page, rather than using the actual form. Please email the letters of reference to both addressesalso. If you do not have access to email, information can be mailed to Natalie Hall, PCPI – Grant App, 900 26th Place South, Arlington, VA 22202 USA. **All applications sent by postal service** ***must be received prior to*** **January 8, 2018. Incomplete applications will not be considered.**

Additional information about the 2018 PCPI Annual Meeting and Awards will be posted as it becomes available - visit the PCPI website at [**www.preschools.coop**](http://www.preschools.coop) and watch for group emails.

**Application deadline is Monday, January 8, 2018.**

**Application must be *COMPLETE* by deadline in order to be considered.**

**Receipt of application materials will be acknowledged.**

**Applications will be promptly reviewed by the Marika Townshend Travel Grants Committee and awardees notified quickly in order to facilitate travel planning.**

# MARIKA TOWNSHEND TRAVEL GRANT APPLICATION

# *GENERAL INFORMATION*

* + - 1. Name:
      2. Address:

(street) (city/province/state/country) (zip/postal code)

* + - 1. E-mail:
      2. Phone:
      3. Applicant is a: Parent  Teacher  Board Member Other (specify)
      4. Applicant’s PCPI Membership is through:
      5. Positions held by you in the parent cooperative movement:

Name of Organization Position(s) held Dates

           

           

           

           

* + - 1. Have you ever attended a PCPI meeting before?       If so, when?
      2. List anticipated expenses by category:
         1. Transportation (circle airfare or mileage)
         2. Lodging
         3. Additional Meals not provided
         4. Registration Fee
         5. Other – specify
      3. How much funding are you and/or your cooperative able to provide to attend the meeting? $
      4. What is the maximum travel grant amount you are applying for? $
      5. Would you agree to have a roommate for accommodations?

1. ***Using no more than a single letter size sheet of paper, answer the three following questions.***
   * + Explain why you would like to attend this meeting.
     + What talents and contributions would you bring to this meeting?
     + How do you feel this meeting would benefit your cooperative and/or PCPI?

***C. Attach a letter of recommendation from your school, council or a fellow PCPI member.***