

Highland Rim Head Start Parent Activity Fund

The Highland Rim Head Start program has included \$10.00/child in its budget for the Parent Activity Fund. Listed below are the conditions for applying for and receiving this money:

- The money cannot be used for entertainment.
- Program equipment and supplies cannot be purchased with the fund nor can it be spent directly on program children such as for Christmas presents.
- Staff cannot be paid with the money.
- The fund can be used for educational activities for parents such as a dinner with a speaker, a trip to a museum or play.
- Parents must decide as a group how the fund will be spent.
- In order to receive the money a Parent Activity Fund Request must be completed and submitted with Parent Committee minutes attached on or before March 1st.

Specific examples of the kinds of activities supported by the Parent Activity Fund include:

Identifying a special speaker to present at a Parent Committee meeting and paying his or her fee.

Including parents on a field trip to the zoo and paying their entrance fee.

Purchasing ingredients for a cooking class for parents on low-budget nutritious meals or Chinese cooking or some other special food interest.

Including a family photo evening when the school photographer comes to take children's photo and using the parent activity dollars to pay some or a portion of the additional cost for the family portraits.

The Parent Activity Fund should be spent on the basis of project relatedness. The Parent Activity Fund must not be used for activities that are *solely* for entertainment. Entertainment can be defined as cost of amusement, diversion, social activities, ceremonials and incidental cost relating thereto, such as meals, lodging, transportation and gratuities. However, the Parent Activity Fund can be used for expenses where entertainment may play an incidental part in the activity. Therefore, programs should always couple entertainment expenses with project-related activities. Spending must always be for program-related expenses or the spending would be disallowed. This goes not only for entertainment expenditures, but for all other types of expenditures as well.