



every child. one voice.

OUTSTANDING UNIT FOR PARENTAL INVOLVEMENT

NOMINATION FORM

Local Unit Name		Michigan ID# (six digits)
Unit President's Name	Principal's Name	
Unit President's Address	City	Zip
Unit President's Phone (Day)	(Evening)	Unit President's E-mail
Nominator's Name		
Nominator's Address	City	Zip
Nominator's Phone (Day)	(Evening)	Nominator's E-mail

→Signature of Local PTA President & Date

→Signature of Principal or Superintendent & Date

Requirement Checklist: *Following are procedures local units must follow in submitting applications to the state office. Entries will be disqualified if the following requirements are not met.*

Eligibility

- PTA/PTSA unit in good standing

Nomination Form

- Typed (no smaller than 11-point) and attached to entry
- Correct Michigan PTA/PTSA ID number
- Signed with original signatures of local PTA president and school official and dated

Selection Criteria to Include in Narrative (total points awarded = 100)

- Describe your most successful Parent Involvement Project (60 points)
- Explain how the project/program was evaluated; include how the National PTA Parent Involvement Standards were incorporated into your idea (25 points)
- Describe the impact your project/program had within your local unit (15 points)

Narrative Layout

- Local unit name must appear at the top of each page along with page numbers
- Double-spaced with one-inch margins on all sides
- Typed in black (no smaller than 11-point)
- Submitted on maximum of six (6) single-sided sheets of 8 1/2" x 11" plain white paper
- Selection Criteria are answered in the order they appear above

Submission

- No binder, covers, or colored paper
- No supplementary or supporting materials will be accepted
- No facsimiles (faxed copies) or e-mailed applications will be accepted.
- Submit **original entry and 5 copies** - each set paper clipped. **Do not staple.**
- Must be **received** by the state office on or before **February 28th**

Return Nomination Form and all required documentation to:

MPTSA Awards Committee
3300 Washtenaw Ave. Suite 220
Ann Arbor, MI 48104-4294
Phone: 734-975-9500

*****FOR OFFICE USE ONLY*****

Rec'd _____ Unit Dues _____ Budget _____ Audit _____ Bylaws _____ # of Members _____