

**SCHEDULE "C"**  
**PROJECT**

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**Objective**

The Parent Reaching Out (PRO) Grants program provides funding to the Recipient to work with parent stakeholder groups, school councils and/or Parent Involvement Committees to lead projects with a focus on the identification and removal of barriers that prevent parents and families from participating and engaging fully in their children's learning.

**Program Guidelines**

The Recipient will use funds provided by the Province to lead projects that increase parent engagement.

The Recipient will work with their Parent Involvement Committee to determine the project(s) and corresponding funding amounts for each project. In addition, the Recipient is encouraged to work with parent stakeholder groups, school councils, Special Education Advisory Committees, and Indigenous Education Advisory Councils.

Projects must demonstrate a commitment to respecting the role of parents in students' educational experiences by working with parents or seeking parent input on how schools can:

- Provide a safe and welcoming school environment;
- Maintain open communication with teachers;
- Respect parents as valued partners within the education system in relation to decisions about their child's education; and,
- Ensure parents are informed about the content of the Ontario Curriculum Guidelines.

The Recipient must also adhere to the following guidelines:

- Create an outreach plan to inform parents of the program and its outcomes.
- Funding must be spent within the 2019-20 school year.
- Projects must be completed within the 2019-20 school year.

**Outputs**

Project outputs must align with the project guidelines and terms and conditions. Outputs may include, but are not limited to:

- Parent workshops
- Parent information sessions with guest speakers
- Parent resources

**Outcomes**

- Parents have increased awareness of school activities and initiatives
- Parents are more involved in their local school environment and child's education

- Parents feel like valued partners in the education system
- Parents have increased confidence in public education

### Performance Measures

Performance measures, as outlined in the Final Report, include:

- Number of projects/events
- Number of School Councils, Parent Involvement Committees, Special Education Advisory Committees, Indigenous Education Advisory Councils, or other parent groups involved
- Amount of funds spent on each event/project
- Number of parents that attended each event
- Data on parent satisfaction:
  - Number and or percentage of parents who have increased awareness of school activities
  - Number and or percentage of parents who felt more comfortable in the school environment
  - Number and or percentage of parents who learned new skills that will be beneficial for their child's achievement as a result of the project/event

### Terms and Conditions

1. Funding must only be used for the approved project in accordance with the project guidelines in Schedule C and D. Changes that impact on the nature and/or objectives of the project(s) must be reported to the Province. Funding may not be used for ineligible expenses as defined in Schedule D.
2. If the grant does not cover the entire cost of the project, the Recipient is responsible for funding the balance from other sources. The Province will not be responsible for any cost overruns for the project.
3. The implementation and completion of the project is the responsibility of the Recipient.
4. The Recipient will acknowledge the Province's contribution on press releases, printed materials, conference/workshop and other materials.
5. The Recipient shall provide, upon request by an official of the Province or Provincial auditor, all documents and information related to the Recipient's participation in this program, and access to the premises where projects are being carried out, in accordance with district school board or school authority policy.
6. If actual project costs are less than anticipated or, for any other reason, the full amount of the Province funding is not used for approved eligible expenditures, any unused balance of funding will be a debt due and owing to the Province, and the Recipient shall pay or return the amount to the Province immediately, unless the Province directs otherwise.
7. Upon default of any of these Terms and Conditions by the Recipient, the Province, at its sole discretion, may recover or redirect the funds advanced.
8. Subject to the Freedom of Information and Protection of Privacy Act, and the Municipal Freedom of Information and Privacy Act, all information pertaining to this grant is public information and may be released to third parties upon

## TCSDB PRO Grant Disbursement Report - APPENDIX D

request.

9. The Recipient and its partners shall comply with all applicable federal, provincial, municipal laws, statutes, regulations, rules, ordinances and orders in respect of the performance of these Terms and Conditions.
10. The recipient must abide by the Provincial Code of Conduct and uphold respect, civility and responsible citizenship as it collaborates with all individuals involved in the publicly funded education system.