

Guidelines for Applying to Start/Renew a Student/Parent led PFC After School Youth Enrichment Club

1. Student enrichment programs led by Cottonwood Creek school parents or High Schoolers in Dublin will come under the umbrella of Cottonwood Creek PFC, and will be called 'PFC After School Youth Enrichment Clubs'.

Email at clubs@cottonwoodpfc.org

2. All Clubs/Enrichment Programs must include at least one parent as a lead for the program. Programs cannot be solely student run.

3. Enrichment Leads must submit an application (Form A) and budget (Form B) to the PFC Board at the beginning of each school year to approve new enrichment programs, or to renew existing ones.

4. All parent & high school volunteers must be cleared through [Be A Mentor](#) and be fingerprinted also. Please submit the finger printed document to the Be a Mentor site as well as to Cottonwood Creek PFC.

5. PFC after school clubs must serve a minimum of 10 students.

6. PFC after school clubs are self-funded (students participating in the programs are responsible for the fees).

7. Donations/Fees to PFC after school clubs will accrue to Cottonwood Creek PFC, and reimbursement requests for enrichment expenses will be made to the PFC treasurer.

8. Funds for after school clubs/programs may be carried over to the next school year upon written request by the club lead or will be returned to the PFC General Fund at the end of the financial year.