December 19, 2022

Shelley Territ, KOS Coordinator
Chartiers Valley Primary

Dear Shelley,

Thank you for your application to the Kids of STEEL Site Grant which is intended to help Kids of STEEL Sites continue to encourage their school community to MOVE! We are pleased to inform you that your request has been approved! P3R will provide **$500** in funding for your project.

Project: Incentive Prizes and Fitness Games

The next steps in the process will be as follows:

1. **Payment** (two options):
   - Option 1: P3R will directly pay any applicable invoices related to this project
     - Please forward invoices ASAP to: Julie.bruening@p3r.org
     - If the total amount exceeds the approved amount, P3R will send payment for the approved grant amount to be deducted from the total owed for the project.
   - Option 2: P3R will pay the requester the approved amount
     - Please provide any applicable quote(s) and/or financial documents for the project which total the amount requested (or more).
     - After receiving quotes, a check for the approved amount will be sent/presented.
       - Who to make the check payable to and the physical address of where to mail the check.
       - After project completion, you must submit receipts totaling approximately the amount requested (or more) to verify the funding.
2. **Check Presentation (Optional)**:
   - We would like to offer an official check presentation within the next few months.
   - If interested, please share a few dates and times that would work well for a P3R Staff member to present the "Presentation Check" and take a photo with some of the beneficiaries of this award.
3. **Project Recap**: Please send the following items within one month of the completion of the project:
   - Recap of how you used the funding and how many students and families benefited from it.
   - Minimally a photo of the Kids of STEEL students who benefited from the funding.

Again, congratulations and please do not hesitate to contact me if you have any questions. Thank you.

Sincerely,

Julie Bruening,
Youth Program Manager