



Date _____

Teaching Enrichment Request Form (TERF)

HP Arts funds requests from teachers at all HPISD campuses for programming and capital projects in art, band, choir, dance, debate, literary arts, orchestra, theatre, and arts integration programs in non-fine arts classes. Types of requests include arts programs, technology, equipment, and instruments – any arts enrichment programs or arts-related equipment used as a teaching tool in the classroom. *Online form available at hparts.org.*

- New Request
 Amendment or Addendum to Previous TERF
 Revised Request (*to completely replace previous TERF*)
 Previous TERF # _____

Name(s) of Teacher(s) Making Request

Teacher Email Address (Primary Contact)

TERF Title/Short Description of Request
(i.e. *Violin Bows, Video Projector, etc.*)

Date of Program/Installation or Timeline/Deadline
(if applicable)

School (check all that apply):

- Armstrong
- Bradfield
- Hyer
- University Park
- McCulloch Intermediate
- Highland Park Middle
- Highland Park High

Category:

- Academic Decathlon
- Band
- Dance
- Library/Literary
- Theatre
- Art
- Choir/General Music
- Debate
- Orchestra
- Not Fine Arts

Request Type:

- Program
- Equipment
- Instrument
- Other

Cost of Requested Item/Program

Number of Students & Grade Level(s)
Program will Impact

Cost per Student

Description of Item/Program/Materials Requested:
(use additional sheet, if necessary)

How will program/materials relate to curriculum?

Have you submitted this request to other organization? If so, which organization(s)?

Please submit form along with quote and any supporting documents via email to the District Fine Arts Coordinator: Linda Raya, rayal@hpsid.org; the HP Arts Programs Chair: programs@hparts.org; and **copy your campus representative:** armstrong@hparts.org · bradfield@hparts.org · hyer@hparts.org · up@hparts.org · mishpms@hparts.org · hphs@hparts.org
Following Board review, your campus representative will notify you of the decision.

Please go to www.hparts.org for more information including monthly due dates or to utilize online form.
Reminder: HP Arts is unable to provide funding for tickets to performances, supply fees, lodging, or student/teacher transportation.

Thank you for submitting your request to HP Arts!