



APPLICATION FOR GEAR UP FINANCIAL

ASSISTANCE FOR EPFP

Individuals from Appalachian GEAR UP school districts in western NC who are interested in EPFP may be eligible for financial assistance. By completing this form, you are requesting the full cost of your EPFP experience to be covered by GEAR UP through Appalachian State University.

AM I ELIGIBLE?

If you work in or serve students in the following GEAR UP school districts, AND if you are serving students in the following grade levels, you are eligible to participate and receive funding.

	Faculty and Staff in the following districts are eligible for GEAR UP funding if they serve the following eligible grade levels in each year:
Grant A	Ashe, Alleghany, Burke, Clay, Graham, Madison, Swain, Watauga, Wilkes, Yancey
Grant B	Burke, Catawba, Clay, Graham, Jackson, Macon, Madison, McDowell, Polk, Swain, Transylvania, Watauga, Yancey

	26-27	27-28	28-29	29-30	30-31
6	B				
7	B	B			
8	B	B	B		
9	B	B	B	B	
10	A & B	B	B	B	B
11	A	B	B	B	B
12	A	B	B	B	B

Faculty and staff from the following Appalachian GEAR UP partnering institutions of higher education are also eligible.

Appalachian State University	Mayland Community College
Asheville-Buncombe Technical Community College	McDowell Technical Community College
Blue Ridge Community College	Southwestern Community College
Caldwell Community College & Technical Institute	Western Piedmont Community College
Catawba Valley Community College	Wilkes Community College
Isothermal Community College	UNC Asheville

IF APPROVED, HOW ARE EPFP COSTS PAID?

EPFP costs include a tuition/registration fee and travel costs. The tuition/registration fee is paid directly on your behalf by Appalachian State University. If there are travel and/or substitute costs associated with your participation in EPFP events, such as in-person meetings and the Washington Policy Seminar, those costs will need to be budgeted and paid for through your institution/district GEAR UP funds, to be

reimbursed by Appalachian State University GEAR UP.

TO REQUEST EPFP FUNDING THROUGH APPALACHIAN GEAR UP

Please fill out the following form and submit along with your full EPFP application.

EPFP applicant initials below:

- ☐ I understand I am required to attend all EPFP sessions and will only be allowed 1.5 days of missed programming.
- ☐ I understand that I may need to request days away from my normal duties (which may require a substitute teacher, etc.) in order to participate in EPFP.
- ☐ I understand that I must work with the GEAR UP representative at my institution/district to plan travel and provide adequate receipt documentation for travel expenses.

EPFP Applicant Name:

EPFP applicant's supervisor initials below:

- I am this applicant's supervisor and I support this applicant's participation in EPFP.
- I understand that my employee's participation in EPFP may mean that they will be absent from regular duties for various events throughout the year.
- I understand that the travel costs associated with their participation will be paid for by my agency's GEAR UP funds.

Name of Applicant's Supervisor:

EPFP applicant's GEAR UP Representative initials below:

- ☐ I understand that the travel costs associated with EPFP will be paid out of my agency's GEAR UP funds and have budgeted for these costs.
- ☐ I understand that it is my responsibility to ensure EPFP participation is entered into the GEAR UP services database for this participant, and am responsible for tracking their participation.
- ☐ I understand that it is my responsibility to collect and submit appropriate documentation for travel expense reimbursements.

Name of Applicant's GEAR UP Representative: