

Professional Development Grant

Frequently Asked Questions

What is the purpose of the Professional Development Grant Program?

The purpose of this grant is to build a *collaboration* between the CNYTC and consortium districts that provides ongoing professional development activities which support the district's professional development plan. Professional development activities may include: mentoring, cognitive coaching, communication skills, technology, research, behavior management or other educational strategies. Proposals may be written for a maximum of \$3,000. 100% of the grant will be awarded at the time of funding. Funds will be disbursed to the district business office.

What is the timeline?

Applications are available in December in your building or online at www.dreamscape.com/cnytc/grants.html. The proposal must be postmarked on or before **March 15, 2009**. Proposals must include the *Application, Checklist, and Grant Narrative*. Written notification of funding status will be made to all applicants in April. The grant must be implemented during the **2009-2010** school year between July 1, 2009 and June 1, 2010.

How are Professional Development Grants awarded?

The CNYTC grant program is competitive. Each grant is blind scored by three educators and rated using a rubric. Applicants must obtain the pre-determined qualifying score as decided upon by the Policy Board. Grants are then rank ordered and awarded based on the amount of money budgeted by the Policy Board. It is anticipated that at least three Professional Development Grants will be awarded.

What is expected of the Professional Development Grant recipient?

A summary of the professional development activities completed to date with expenditures must be submitted by **January 15, 2010** and a final report by **May 15, 2010**. A display of the program must be presented at the *Celebration of Educational Excellence* in the spring of **2010**. One or more representatives of the grant writing team must attend a CNYTC Policy Board meeting to share professional development activities upon completion of the grant.

How may CNYTC grant funds be used?

Funds may be used to cover the following costs:

- ✓ registration fees for attendance at local, state or national conferences for participating *educators*
- ✓ stipends for educators to attend courses, workshops or study groups *beyond* the regular school day
- ✓ educational resources to support participating *educators*
- ✓ the development of curriculum materials
- ✓ a consultant to support the professional development program
- ✓ substitute teachers for educators participating in the grant

Is district support expected?

Yes - the purpose of the professional development grant is to build a *collaboration* between the CNYTC and consortium districts that provides ongoing professional development activities which support the district's professional development plan. District in-kind support may include:

- ✓ a facility for meetings, computer lab, or equipment
- ✓ additional stipends or in-service credit for activities *beyond* the school day
- ✓ funds for substitute costs and clerical support
- ✓ travel expenses to include food, tolls, mileage
- ✓ educational resources for *student* use

A PROPOSAL WILL BE DISQUALIFIED IF THE:

- ✓ Application, checklist or grant narrative is missing.
- ✓ Application or grant narrative is not word processed.
- ✓ The purchase of software and equipment items is greater than \$100 per item.
- ✓ Grant Narrative is plagiarized.