



TEACHER INITIATED PROJECT GRANTS

The T.I.P. Grant Program is made possible with support from SOTA and the Seven Oaks School Division. This program will consider financial support to teachers for the purpose of developing methods and/or materials, which are intended to contribute to the improvement of the quality of education in the Division.

Examples of projects developed under this program could include:

- ❖ direct classroom support materials for a unit of study
- ❖ broader support materials for an entire curriculum
- ❖ the development of teaching strategies and techniques
- ❖ study of a contemporary education-related issue of concern

GUIDELINES (Revised September 2004)

Requirements

1. T.I.P. Grant applications must be submitted to the SOTA Office no later than October 31st of each school year.
2. A brief abstract of the T.I.P. Grant must be submitted to the SOTA Office by May 15th of the year in which the Grant was requested for publication in the year's final edition of the Acorn.
3. The completed T.I.P. Grant work must be submitted to the E.R.C. by June 15th on the school year in which the Grant was requested.
4. Successful applicants must be available to present their projects at professional development opportunities for SOTA members
5. Grant applications must include the following information
 - a. Name of applicant(s)
 - b. School(s)
 - c. Project Title
 - d. Description of project
 - e. Estimated cost (include breakdown)
 - f. Project Objectives
 - g. Time Frame
 - h. Evaluation/Assessment Procedures
 - i. Signatures of applicants

General Information

1. The T.I.P. Grant funding consists of \$1000 from SOTA and \$1000 from the Division, for a total of \$2000 per school year.
2. Each project can receive a maximum of \$500.
3. Project funding cannot be used for release time (i.e. substitute costs).
4. In the event of numerous applications, priority will be given to individuals or groups who have not received funding in the past three years.
5. Funding can only be used for materials that will remain as part of the project. Funding cannot be used for consumable materials that are part of the project.
6. The T.I.P. Grant sub-committee of the Professional Issues Committee will meet with applicant within the first two weeks of November.
7. Applicants will be notified of the success of their application by the end of November.
8. Applicant(s) will receive the first half of their funding grant upon approval, and will receive the last half of the funding upon submission of the project to the E.R.C. and submission of receipts for the total funding allotment to the SOTA Office.
9. SOTA may duplicate and/or distribute the project to teachers in the Division. Otherwise, all rights or profits gained through further development remain the sole property of the teacher(s) involved.