

Statement of Purpose

The Seven Oaks School Division and the Seven Oaks Teachers' Association recognise the importance of teacher reflective practice and continuous growth. The Member Initiated Project (MIP) grant allows individual members or teams of two members, to **extend** their learning related to their practice and gives them the opportunity to **develop** and **implement** resources. The MIP Grant does qualify as one in-province Board/SOTA PD activity.

Guiding Principles

The Member Initiated Project grant is able to support 10 grants with funds up to \$800 to develop teaching strategies and support materials related to their practice; to apply their learning in their practice.

Activities eligible for a MIP grant may include:

- Creating teaching resources
- Implementation of research-based learning
- Purchasing resources to support professional learning
- Hosting workshops open to members in the Division. (hosted after school hours)

Funding Parameters:

1. Funds may be used for:
 - a) release time (up to 2 sub days @ \$214/day)
 - b) supplies to develop classroom support materials
 - c) books or materials needed to further their professional learning
 - d) honoraria
2. Funds may **not** be used to:
 - a) purchase pre-packaged programs
 - b) purchase electronic devices

Procedures:

The proposal must include:

- A title
- Name and school/work site of the lead teacher/clinician and collaborating partner
- Rationale; include **relevance** to practice and professional learning goals
- Detailed summary of the project
- Projected Expenditures (also note if funds from other sources are to be used for this project)
- Signature of Administrator

Proposals must be submitted electronically.

Applicants are required to submit a FINAL Accounting of Expenditures – with receipts.

A **leave request is not** required to be entered at time of application but only if approved. Instructions will follow at that time.

Timelines:

November 1 st , 2019	Proposal deadline	April 10, 2020	Report and receipts due
December 1 st , 2019	50% funding advanced	April 30, 2020	Remaining funding forwarded

****Timelines and Procedures MUST be adhered to in order to receive the MIP Grant****

**2019-2020 MIP Grant
APPLICATION FORM**

**Deadline: Must be submitted to alison.hall@7oaks.org
by November 1st, 2019**

Project Name: _____

Name of lead/contact Member: _____

Telephone: _____ Email: _____

School/Worksite: _____

Collaborating Member: NO YES, if yes, Name: _____

Collaborating Member School/Worksite: _____

Amount of funding requested: \$ _____

Payment paid via direct deposit to (SOTA member's name): _____

Administrator's Signature: _____

PROJECT INFORMATION
(please print clearly)

RATIONALE: Please explain the **relevance** to your professional practice and learning goals. And, what is the **purpose** of this project?

Relevance _____

Purpose _____

Learning Goals/Professional Question:

Projected Expenditures:

BUDGET	Estimated Cost
Release time: (include approx. meeting dates and substitute costs) ½ day sub=\$107.00 1 day sub=\$214.00	
Materials:	
Estimated TOTAL	\$

(Maximum \$800 including sub costs)

Attach a separate sheet if required.

The type of project, impact on teacher practice and agency, impact on student learning and divisional representation are some factors that will be considered during the approval process.

Applications may be submitted, starting the first school day of June – **June 3rd, 2019.**

Projects will be approved on a first come-first serve basis, with the deadline being **November 1, 2019.**

Timelines ***MUST*** be adhered to in order to receive the MIP Grant.

PLEASE **KEEP A COPY** OF YOUR APPLICATION.

Please scan & **Email** this 3-page application to Alison Hall (alison.hall@7oaks.org)