

## 2012-2013 Proposal Application Form: Individual Application

To be completed by Applicant and sent to director of education/supervisory officer of school authority by **November 25, 2011**.

### Section 1: Individual Application Information

Please attach a copy of the applicant's Certificate of Qualification and Registration (can be downloaded and printed from the Ontario College of Teachers' public register at [www.oct.ca/PublicRegister](http://www.oct.ca/PublicRegister) ).

Name of Applicant			
Last name		First name	Middle Initial
Work Telephone Number	Work Email Address	Alternate Email Address	
Current Teaching Assignment		Current Contract Type: (Select one)	Total Years Teaching Experience
		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Occasional	
Name of Current School			
Name of School Board			
Current School Address: Street number and name		City	Province    Postal Code

### Section 2: Project Proposal

1) Name of Project:

2) Please provide a brief description of your project topic (maximum of 150 words):

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**3) Please provide a rationale for pursuing this learning project (e.g., what needs do you have that the project would address?) (maximum of 150 words):**

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**4) Describe how the outcomes of your project would contribute to increasing student learning and development (maximum of 150 words):**

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**5) Briefly describe the background and experience you bring to this project (including any training or experience you have that would prepare you to work in an adult learning setting):**

### Section 3: Plan for Your Professional Learning

**Goals:**  
What are your professional learning goals for this project?

**Activities:**  
Describe the activities you will undertake during this proposed project in order to achieve your professional learning goals (please include approximate timelines):

**Measurement:**  
What measures will you use to determine if you have met your professional learning goals for this project (e.g., surveys, reflective journals, portfolios)?

**Budget:**  
Indicate the budget for each activity and measurement (e.g., the amount of release time you will need, the board's rate to cover occasional teacher's costs, the cost of resources and technical training).

## Section 4: Plan for Sharing

**Goals:**

Who do you plan to share your learning with (e.g., teachers in your school, teachers or school teams in another school/board)?

**Activities:**

Describe how your learning will be shared (e.g., written resource, teacher/school kit, working with other teachers in their classrooms, facilitating workshops, podcast, webcast, video conferencing, wikis)

**Measurement:**

What measures will you use to determine the effectiveness of your plan for sharing (e.g., surveys, reflective journals, portfolios, focus groups)?

**Budget:**

Indicate the budget for each activity and measurement (e.g., the amount of release time you will need, the board's rate to cover occasional teacher's costs, the cost of resources and technical training).

## Section 5: Budget for Section 3 + Budget for Section 4:

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## Section 6: Declarations

**Applicant:** Should this proposal be successful, I declare that I will comply with the TLLP Program Guideline and will carry out the project as described. I will ensure that the activities and materials produced do not infringe on any third party intellectual property or copyright.

	X	
Applicant name (please print)	Signature	Date

**Principal\*:** I am aware of this proposal and that it will be submitted to the school board for consideration.

	X	
Principal name (please print)	Signature	Date

*\*If other schools are involved in this professional learning project proposal, attach an additional signed declaration from each school principal. For applicants who are daily occasional teachers, this declaration should be signed by the person they report to at the board.*