

2012-2013 Proposal Application Form: Group Application

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

Section 1: Group Application Information

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

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

Additional Group Members' Information:		
Name	Position (e.g., teacher, educational assistant, etc.)	Work Email Address

Section 2: Project Proposal

1) Name of Project:

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

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):

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

5) Briefly describe the background and experience each member of the group brings 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 and your group 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 teachers 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 teachers costs, the cost of resources and technical training).

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

Section 6: Declarations

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

<input type="text"/>	X	<input type="text"/>
Applicant name (please print)	Signature	Date
<input type="text"/>	X	<input type="text"/>
Applicant name (please print)	Signature	Date
<input type="text"/>	X	<input type="text"/>
Applicant name (please print)	Signature	Date
<input type="text"/>	X	<input type="text"/>
Applicant name (please print)	Signature	Date

**In the event there are more than four applicants, attach a declaration for each additional applicant.*

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

<input type="text"/>	X	<input type="text"/>
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.*