

# Professional Development Grant



## *Professional Development Grant APPLICATION*

**Applications Due: Sept 30 for Spring funding of maximum \$375.00**

**NOTE: There will be no funding available to apply in Spring**

### **Issued by the**

North Carolina School Counselor Association

Name of Applicant: \_\_\_\_\_

Name of Educational Institution: \_\_\_\_\_

Funding Amount Requested: \_\_\_\_\_

### **Ethical Statement**

TO BE COMPLETED BY APPLICANT

I, the undersigned, certify that the information provided by me is complete and accurate.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

-----

*Office Use Only: (Updated 08/01/2017)*

Date received by NCSCA: \_\_\_\_\_

Amount Approved: \_\_\_\_\_

NCSCA Representative's Initials: \_\_\_\_\_

**NCSCA Professional Development Grant Application**

**APPLICATION COVER PAGE:**

Requested Funding: \$ \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ NCSCA Member # \_\_\_\_\_

Home Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Counselor Supervisor or Principal: \_\_\_\_\_

Name of School \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name of Professional Development Activity: \_\_\_\_\_

Program Format:  One Day Workshop  Multiple Day Workshop  Class for Credit  
 Conference  Other \_\_\_\_\_

**2017-2018 Statement of Assurances**

- The recipient assures and certifies compliance with the regulations, policies and requirements as they relate to the acceptance and use of NCSCA funds for programs included in this application.
- The recipient assures compliance with the standards for School Counseling Ethics.
- The recipient agrees to attend the professional development activity as proposed.
- The counselor is a current member of NCSCA and employed as a school counselor in North Carolina.
- Recipient must agree to write an article for NCSCA Newsletter, present session at NCSCA conference, NCSCA Summer Academy, or drive-in workshop, or present to the NCSCA board; whichever is most appropriate decided by the board and recipient.
- Recipient must demonstrate the impact on his or her school counseling program
- Acceptance of NCSCA Grant constitutes permission to use winners name, city, state, and winning entry for promotional purposes. The application constitutes permission to use winning submissions on NCSCA website without further compensation. Furthermore, it constitutes permission to archive your winning entries indefinitely on any webpage on the NCSCA website.

\_\_\_\_\_  
Signature of Supervisor      Date

\_\_\_\_\_  
Signature of Counselor      Date

\_\_\_\_\_  
Print Name of Supervisor

\_\_\_\_\_  
Print Name of Counselor

***Please email your application packets to D'Vera Tune, NCSCA Grants/Scholarship Committee, at [dtune0@gmail.com](mailto:dtune0@gmail.com)***

The North Carolina School Counselor Association (NCSCA) is awarding **professional development grants** to counselors to attend professional educational opportunities to enhance knowledge and skills in the delivery of a comprehensive school counseling program in North Carolina elementary, middle, and high schools.

Our goal is to identify and disseminate best practices targeting school counseling by:

- providing a forum for leadership, advocacy, collaboration & systemic change
- focusing on exemplary counseling skills,
- modeling effective school counseling strategies,
- demonstrating applications of emerging school counseling practices

### ***Overview of Funding***

Allowable expenses include registration costs and workshop materials. Travel and lodging may be an allowable expense, depending on the total amount requested. Food, phone, & mileage are not allowable expenses. The quality of the application and demonstrated impact on the counseling program will determine the winning recipient (s). There is a maximum amount available of \$375.00 to be awarded to a sole winner or combination of winner(s) depending on the requested amounts and quality of applications.

Proposals will be closed for review on September 30<sup>th</sup> for Spring Funding. Proposals will be reviewed by the NCSCA Professional Development Committee. The recipient will be notified 4-6 weeks of receipt of proposal and funding will be distributed for use thereafter.

### ***How will the applications be scored?***

NCSCA will set a minimum qualifying score. Funded proposals must meet or exceed this score. Review will be based on meeting specific criteria listed under the *Questions and Submissions*. Awards will be based on the quality of the application.

### ***What are the specifications?***

Applications should be double-spaced, 12 point font, and 1 inch margins. Grant should not exceed 3 pages including application cover page

### **Questions and submissions**

1. Provide an abstract of the professional development activity to include title, location, itinerary/agenda, background of presenters and overall brief description of the activity.
2. Explain your goals and objectives of attending this activity.
3. Anticipated outcomes and benefits of the proposed activity. Describe how you will benefit and how your students/school/staff will benefit.
4. How will you evaluate the outcome of your goals and objectives?
5. What is your financial need? Describe the amount you are requesting, itemizing expenses.