

## Equity and Diversity Grant Application

### Application Information

In order to encourage CCIRA members to use exemplary ELL literacy instructional practices in their classrooms, CCIRA has developed the Equity and Diversity Grant Program.

Successful applicants will receive up to \$400 to develop and implement exemplary ELL literacy instructional practices that directly impact students.

Mail Equity and Diversity Grant application to:

Carla Garcia  
620 1st Street  
Alamosa, CO 81101  
cgarcia@alamosa.k12.co.us

**Application must be postmarked by: March 15**

**Applicant Notification & Equity and Diversity**

**Grant Recipient Funding: May 15**

### Criteria for Nomination:

1. Applicants must use a current Equity and Diversity Grant application form. Form is available at the CCIRA website. Self-generated application forms will not be accepted.
2. The written application **MUST be postmarked by MARCH 15. Application will not be returned to the applicants.**
3. Keep a copy of your grant application.
4. Please do NOT send applications requiring signature of recipient at post office. This includes registered, insured, etc.
5. You may apply for only one Equity and Diversity Grant each year.
6. Equity and Diversity Grant applicants **must have joined CCIRA prior to November 1st and must have a current membership number INCLUDED ON THE APPLICATION.**
7. The application must involve instruction or promotion of exemplary ELL literacy instructional practices. The application must have direct impact on students, meaning that the work and implementation must be done directly with students.
8. A proposal must be outlined in detail according to the application form guidelines.
9. All successful grant recipients will be asked to present information, including handouts about the ELL literacy instructional practices at the CCIRA Literacy Conference in February. The information may also be disseminated (in another format) that will reach many CCIRA members. Contact chairperson for ideas, if needed.
10. Equity and Diversity Grant winners will be responsible for submitting their receipts and actual spending plans by November 1st to the committee chairperson.



## Equity and Diversity APPLICATION FORM

Completion of this form is necessary in order to apply for a CCIRA Equity and Diversity Grant. *Please print.*

<b>Equity and Diversity Grant Information</b>	
Grant Title:	Date:
Specific amount of money requested (up to \$500): \$	
<b>Applicant Information</b>	
* <b>Important: Do NOT include any of the following information in your proposal so that all grants can be read and rated by the committee in an impartial manner. If any of this information appears anywhere in the proposal, the proposal will not be considered.</b>	
* Name	
CCIRA Membership # (required)	
Home Address (where notification will be sent)	
* City/State/Zip	
Telephone Number	
E-mail	
* School Name and District	
Have you received Equity and Diversity Grants funds previously? If so, when?	

The following items must be included in this order and may not exceed five pages total:

1. TITLE OF GRANT
2. BUDGET  
The budget for the project must include specific titles of books and materials to be purchased, including itemized costs. Please total your budget and include this amount. Materials must relate directly to reading/writing instruction. Priority will be given to those applications where discounted prices are reflected (if available).
3. SUMMARY (150 words max)  
Give a brief, concise summary overview of this project. Include grade levels of those involved, and number of participants. This should be a "snapshot" of the project and who is involved.
4. OBJECTIVES, STUDENT ACTIVITIES, EVALUATION  
List 3-5 objectives of the project. Using a bulleted format, list each objective followed by its specific student activity(ies) and method(s) of evaluation. Please be specific as to what students will **learn, know, and be able to do**. Including information about state/district standards is not encouraged.
5. PROPOSED TIMELINE OF IMPLEMENTATION — please be specific.
6. LITERACY CONNECTION (150 words max)  
State how this proposal involves the instruction/promotion of reading and/or writing.
7. PROFESSIONAL GROWTH (150 words max)  
Describe how implementing the proposal will impact **your professional (not personal) development** and enhance the instruction of reading/writing. State your professional development and growth objectives and how this grant will enhance your instruction.

For additional information and examples, go to the STAR Grants link on the CCIRA website.

**You can also retrieve an application form electronically at [www.ccira.org](http://www.ccira.org)**