

Teacher As Reader Grant APPLICATION GUIDELINES

In order to encourage CCIRA members to become involved in Teacher as Reader book groups, the Colorado Council of the International Reading Association has developed the TAR Grant Program.

Successful applicants will receive up to \$500 to help develop a Teacher as Reader book group. Please read the criteria and send a complete application form to:

Kyle Kimmel
3901 Stuart Street
Denver, CO 80212

| | |
|---|-----------------|
| Application must be postmarked by: | April 30 |
| Applicant Notified by: | June 1 |
| TAR Grant Funding by: | June 15 |
| Spending Plan/Receipts by: | October 1 |

Criteria For Selection

1. The application form **must** be postmarked by April 30. Applications will not be returned to the applicants.
2. **You may apply for only one TAR Grant each year.**
3. Priority is given to new groups. A group is new when 75% of the members have not received TAR funds previously.
4. TAR Grant winners **must** be members of CCIRA. CCIRA membership number **must** be included on the application. **In addition, at least 50% of your TAR group must be members of CCIRA by March 1.**
5. The proposal must involve the promotion of a TAR book group that is designed to support teachers in becoming more reflective readers, aware of their own literacy processes in order to become more effective teachers.
6. The proposal must involve teachers in the discussion of personal or professional literature. At least 50% of the literature should be for adults.
7. The proposal must be outlined in detail according to the application form guidelines.
8. Highest priority will be given to applications from members of local reading councils.
9. All grant recipients must be willing to present information, including handouts, about projects at the CCIRA State Conference in February.
10. TAR Grant winners will be responsible for submitting their receipts and actual spending plan. The receipts must reflect that the money was spent according to the grant proposal or the money will need to be returned to CCIRA.
11. Grant recipients must submit receipts for expenditures in the amount of the grant to the Committee Chair not later than October 1.



Teacher As Reader Grant APPLICATION FORM

| Application Instructions | |
|--|--|
| Completion of this form in print or type is necessary in order to apply for a CCIRA TAR Grant. Please use a separate sheet of paper to outline the proposed project and attach it to the form. | |
| Name | |
| CCIRA Membership # | |
| Home Address | |
| City/State/Zip | |
| Telephone Number | |
| Summer E-mail address | |
| School/District | |
| Local Council Members? | <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Local Council Name: |
| Total Funding Requested | \$ |
| Has this book club received CCIRA TAR funds before? <input type="checkbox"/> Yes <input type="checkbox"/> No When? | |

Project Information

Please outline the proposed project for the grant, by including the following information on a separate sheet. Number your sections to correspond with the information below. Please be complete

1. A title for the project.
2. A statement of the number of people involved (minimum group size is five members). Include CCIRA membership number and local council name **for each member** as well as names, addresses and phone numbers. Fifty per cent of the group must be CCIRA members.
3. Objectives for the project (Why are you forming this group?).
4. How the group will be organized (meeting times, place, routines, etc.).
5. How this project is unique or innovative for the participants (be clear about this).
6. The budget outline and total budget requested for the project including actual or sample titles of books/materials to be purchased and the proposed purchase date. **Priority** will be given to applications with itemized budgets. The project money must be spent on paperback books as much as possible. Money **should not** be spent on classroom materials or refreshments.
7. Sources of other monies to implement this project
8. A commitment to share information at the CCIRA Conference in February.
9. Application must be postmarked by April 30.

Mail to: **Kyle Kimmel**
3901 Stuart Street
Denver, CO 80212

You can also retrieve an application form electronically at www.ccira.org



Teacher As Reader GRANT CHECKLIST

| | | Yes | No |
|----|--|--------------------------|--------------------------|
| | Contact Person Listed | <input type="checkbox"/> | <input type="checkbox"/> |
| 1 | Title of Project | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | Members (for each member) | <input type="checkbox"/> | <input type="checkbox"/> |
| | CCIRA Membership #s (50%) | <input type="checkbox"/> | <input type="checkbox"/> |
| | Local Council name (if applicable) | <input type="checkbox"/> | <input type="checkbox"/> |
| | Name, address, phone # | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 | Objective | <input type="checkbox"/> | <input type="checkbox"/> |
| 4 | Organization | <input type="checkbox"/> | <input type="checkbox"/> |
| | Times, place, routines, etc. | <input type="checkbox"/> | <input type="checkbox"/> |
| 5 | Unique or innovative | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 | Budget outline | <input type="checkbox"/> | <input type="checkbox"/> |
| | Actual or sample titles (50% of literature should be for adults) | <input type="checkbox"/> | <input type="checkbox"/> |
| | Quantity | <input type="checkbox"/> | <input type="checkbox"/> |
| | Individual and total cost | <input type="checkbox"/> | <input type="checkbox"/> |
| | Paperback or hardback | <input type="checkbox"/> | <input type="checkbox"/> |
| | Proposed purchase date | <input type="checkbox"/> | <input type="checkbox"/> |
| 7 | Commitment to Share at CCIRA | <input type="checkbox"/> | <input type="checkbox"/> |
| 8 | Postmarked by deadline | <input type="checkbox"/> | <input type="checkbox"/> |
| 9 | Total grant requested equals up to \$500 | <input type="checkbox"/> | <input type="checkbox"/> |
| 10 | Will you have fun? | <input type="checkbox"/> | <input type="checkbox"/> |

CCIRA
COMMITTEES

You can also retrieve an application form electronically at www.ccira.org