

IOWA COUNCIL OF TEACHERS OF MATHEMATICS CONFERENCE GRANT

Guidelines

The Iowa Council of Teachers of Mathematics (ICTM) awards two grants of up to \$800 each to encourage and support a certified mathematics teacher in attending a National Council of Teaching of Mathematics (NCTM) Regional or National Conference.

The grant will be announced at the annual ICTM Winter Conference in February 2012. This grant is designed to encourage a mathematics teacher to attend an NCTM Regional or National Conference (April 25 – 28, Philadelphia, PA) in 2012. By attending a conference, we hope teachers will be able to increase student achievement in mathematics, encourage creativity in the classroom, enhance instructional methods, foster imaginative teaching, and promote the teaching and learning of mathematics at all levels.

Timetable

August 2011	Grant applications available from ICTM regional directors or ICTM website www.iowamath.org
October 16, 2011	Grant applications due to Maureen Busta
November 16, 2011	Grant recipients decided. Recipients will be contacted
February 2012	Announcement of Grant recipients at ICTM Conference

Application Guidelines and Criteria for Evaluation

Application: Application procedure and forms are available from each ICTM Regional Director or ICTM Officer and can be downloaded from the ICTM website at www.iowamath.org.

Eligibility: All current ICTM members are eligible to apply for this grant.

Appropriate use of grant monies:

- To pay for travel expenses to and from the Conference
- To pay for Conference registration
- To pay for hotel accommodations while attending the Conference

Criteria for Award

Each grant recipient will:

- Make a presentation at the 2013 ICTM Conference or write an article for the winter edition of the ICTM journal in 2012. (Articles are due August 1, 2012.) This presentation or article may describe what the recipient learned as a result of receiving the ICTM Grant. (Please note that by signing this application, you have agreed to do this if awarded the grant.)
- Submit receipts for travel, housing and/or registration to Maureen Busta (ICTM's executive secretary) on or before December 1, 2012. Funds will be dispersed shortly after receipt of these documents.
- Grant funds must be used before December 1, 2012.

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Application Procedure and Forms

Review the Guidelines prior to completing the application.

The grant application has three parts: (1) Cover sheet, (2) rationale, and (3) budget form.

- (1) **Cover sheet:** The one-page cover sheet should be completed and attached to the front of the grant proposal. The applicant and the applicant's principal must sign it.
- (2) **Rationale:** The rationale must be no more than two, single-spaced typed pages and should address the following questions:
 - What conference do you wish to attend?
 - What is (are) your objective(s) in attending this conference? What need, problem, or opportunity does the project address?
 - How will your conference attendance enhance student learning?
 - What other NCTM conferences have you attended?
 - How will you share what you learn at this conference with other mathematics teachers in your district?
- (3) **Budget:** The applicant may request up to \$800.
 - On the form provided, please detail your budget request. The budget page should be attached at the end of the project description.
 - Participants will be required to submit acceptable documentation for payment of expenses.

Applicants must submit the completed application for approval to Maureen Busta at the address below or by email (bustam@uiu.edu) no later than October 16, 2011.

Maureen Busta
2382 Iowa Hwy 24
New Hampton, IA 50659

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*Budget Request***

(1) **Total Budget Needed.** Include such items as registration fees, travel expense, and lodging expense.

Item	Cost
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TOTAL BUDGET NEEDED	(1) \$
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(2) **Other Sources of Funding:** If any outside funds are available to support attendance at this Conference, list the source and amount expected. (For example, donations from individuals, organizations, businesses, etc; other grant funds).

Source	Amount
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OTHER SOURCES OF FUNDING	(2) \$
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(3) **Grant Amount Requested:** Total below must not exceed \$800, the maximum available.

GRANT AMOUNT REQUESTED (1) minus (2)	\$
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