



Oklahoma State Regents for Higher Education Minority Teacher Recruitment Center 2008-2009 Collegiate Grant Applications

Collegiate Grant Overview

The Minority Teacher Recruitment Center annually sponsors programs and grants, which help support its objectives to recruit, retain and place teachers in Oklahoma K-12 schools, as well as provide vital interaction among colleges and universities from around the state. There are two competitive grant categories:

College Connection Grants are one year grants, selected through a competitive process, and may be renewed if money is available and the assessments are positive. These grants help in the recruitment and retention efforts of teachers in Oklahoma. The College Connection programs, while centered around MTRC goals and objectives, vary in activity and scope. For instance, funds are used to support pre-collegiate student visitations to colleges of education, visitations of higher education representatives to K-12 schools, student tutoring and college preparation sessions, and professional development for current teachers. This grant is **ONLY** awarded to eligible colleges and universities.

Special Project Grants are grants that support “one time” events such as a one or two day conference and are awarded on a yearly basis. These funds provide programs that highlight the teaching profession and place a positive focus on education. Usually, program participants include community leaders, pre-collegiate students, collegiate students and administrators and educators from all levels.

Application Process

Attached, are two separate applications for College Connection and Special Project Grants. Please select and complete the appropriate grant application, making sure that it is aligned with the type of project you are conducting. (If you seek renewal, please follow the instructions in the application). Any additional attachments should be clearly labeled and placed in the appropriate order as requested in the application. All applications are to be postmarked by the **deadline - July 15, 2008** and submitted to:

Minority Teacher Recruitment Center
Oklahoma State Regents for Higher Education
Post Office Box 108850
Oklahoma City, OK 73101-8850

Grants will be awarded September 2008 and the duration of the grants is through June 2009. Please note that **grant funds are accessed through reimbursement ONLY**, rather than direct allocation. (Reimbursement will be made based upon funds available). If you have any questions regarding the application process, send inquiries to gthompson@osrhe.edu.

MTRC College Connection Grant Application

2008-2009 Proposal Reference Information

Applicant (Name of Institution/Organization): _____

Project Title: _____

Project Director: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Telephone: _____ **Fax:** _____ **Email:** _____

Is this a project that was funded by MTRC in 2007-2008? _____ **Yes** _____ **No**

Was this project funded by MTRC in any years prior to 2007-2008? _____ **Yes** _____ **No**

Total Grant amount requested \$ _____ *(Award amounts not to exceed \$10,000)*

If this project was funded before, please give a brief, yet solid explanation indicating why the project was successful and why continued support is necessary:

If this project was never funded by MTRC, please give a brief explanation indicating the crucial aspects of this project and the significance of why it should be funded:

College Connection Project Selections

The Minority Teacher Recruitment Center, created in 1990 by House Bill 1017, directs the Oklahoma State Regents for Higher Education to work in the interest of “*recruiting, retaining and placing minority teachers in the public schools of the State Of Oklahoma.*” (State Law § 70-6-130).

For 2008-2009, MTRC will fund activities through request for proposals (RFP) and project renewals. Contingent upon the availability of funds, grant awards will be distributed to institutions of higher education for projects that meet the requirements for one of the areas below. **(Please choose ONE area under any given category. All renewals must pick same category as last year).**

PROJECT 1 – PROFESSIONAL DEVELOPMENT / TEACHER PLACEMENT

- ☐ To focus on intercultural skills and knowledge for teachers of linguistically and culturally diverse students in order to address modifying teaching methodologies for the characteristics of diverse students.
- ☐ To help teachers build the knowledge and skills necessary to prepare K-12 students for college and a competitive workforce. The professional development must include at least one of the following: global, socio-economic, political, racial and ethnic issues as they affect the quality of education students receive.
- ☐ To form a process by which pre-service teachers (seniors) utilize the teachingjobs.org and teachers-teachers.com websites, in addition to other forms of job placement, in an effort to facilitate the hiring of teachers in urban and hard to staff school districts in Oklahoma. Process must include innovative methods to create a systemic model which places the resident year teacher in an Oklahoma urban or hard to staff district.

PROJECT 2 – TEACHER RECRUITMENT

- ☐ To provide teacher recruitment activities to middle school and high school students in the areas of Special Education, Math, Science and/or Foreign Language.
- ☐ To recruit middle school and high school students to teacher education by hosting a series of seminars or workshops that highlights the teaching profession and provides in depth activities designed to orient them to the field of education. The seminars or workshops must include Academic Commitment to Education (ACE), Future Educators Association (FEA) and/or Leadership, Education and Achievement Program (LEAP) students.
- ☐ To recruit middle school and high school students into teacher education programs through structured recruitment activities; through partnerships with other educational institutions; and utilizing at least one innovative method using technology.

PROJECT 3 – TEACHER RETENTION

- ☐ To retain novice teachers (1-5 years experience) in urban and hard to staff districts by using innovative methods and processes.
- ☐ To retain teachers in the following shortage areas: Science, Early Childhood, Foreign Language and Special Education - by hosting a conference or a workshop that includes mentoring activities, motivational speakers and research based presentations.

*****NOTE: All College Connection project activities must take place over the length of the grant period. For one-day projects, see the Special Project Grant Application.**

Key Elements

Please provide a narrative that details the plan of operation for implementing the project. The length of the proposals should not exceed 15 total pages, and must include the following:

I. STATEMENT OF NEED

Fully describe the:

- Goal
 - Objectives
 - Activities
- Target Audience
- Research Based Need
- Potential Impact of Project

II. PROJECT DESIGN

Include:

- Key Project Personnel and Responsibilities
- Ongoing and/or potential partnerships with Local Education Associations (*i.e. school districts and school sites*)
 - Timeline with Follow-up Activities – (*Timeline should contain specific dates and times for project events / activities*)
- Evaluation Plan – (*Use attached form*)
 - Participant Feedback
 - Data Analysis
- Innovative Features of the Project

III. BUDGET

Provide a:

- Proposed budget for the project
- Budget narrative - (*Ensure that the budget and narrative reflect the timeframe and scope of the project*).
- List of Supplemental or Matching Funding from other Sources (*if any*).

*****NOTE: Purchase of equipment is not an allowable expense.**

Timeline & Evaluation Charts

Reconstruct the charts below electronically to input your own information. Please input all information as requested and do not make any modifications to the chart unless additional boxes are needed for extra items.

List Project Goal:

TIMELINE			
Activities	Responsible Person(s)	Specific Date(s)	
#1			
#2			
#3			
Continued as necessary...			

EVALUATION			
Project Objective(s)	Expected Measurable Outcome	Evaluation Tool(s) Utilized	Types of Data Collected
#1			
#2			
#3			
Continued as necessary...			

APPLICATION DEADLINE: July 15, 2008

Please submit an original application to:
Minority Teacher Recruitment Center
Oklahoma State Regents for Higher Education
Post Office Box 108850
Oklahoma City, OK 73101-8850

GRANTS WILL BE AWARDED SEPTEMBER 2008. PLEASE NOTE THAT GRANT FUNDS ARE ACCESSED THROUGH REIMBURSEMENT ONLY, RATHER THAN DIRECT ALLOCATION. (Reimbursement will be made based upon funds available)

MTRC SPECIAL PROJECT GRANT APPLICATION

2008-2009 Guidelines for Special Project Grants

The Minority Teacher Recruitment Center, created in 1990 by House Bill 1017, directs the Oklahoma State Regents for Higher Education to work in the interest of “*recruiting, retaining and placing minority teachers in the public schools of the State of Oklahoma.*” (State Law § 70-6-130).

For 2008-2009, MTRC will consider funding a one- time special project or activity, contingent upon the availability of funds, which supports the overall goals and mission of the Minority Teacher Recruitment Center. Below are the guidelines for the MTRC Special Project Grants.

GUIDELINES

Who Can Apply:

- 1) Accredited teacher preparation programs in Oklahoma.
- 2) Local school districts that support the ACE (Academic Commitment to Education) Program, LEAP (Leadership, Education and Achievement Program) or FEA (Future Educators Association) Chapters are also eligible to submit an application for project funding. However, these districts must be in collaboration with a local college or university.

How To Apply:

- 3) Funding request must contain a(n):
 - Workplan
 - Timeline (*Timeline should contain specific dates and times for project events / activities*)
 - Budget
 - Assessment Plan (*The assessment plan must be linked to project goals and incorporate a procedure for student and other participant feedback*).

NOTE: All program invoices, along with the final report, are due to the Minority Teacher Recruitment Center within 60 days of project completion.

Special project activities may include but are not limited to:

- ☐ Activities or professional development designed to increase the effectiveness of teachers in racial and ethnic education.
- ☐ Conferences designed to improve professional practices that affect teacher recruitment and retention.
- ☐ Activities that enhance the image of the teaching profession.
- ☐ Collaboration with other federal, state or institutional programs that address needs in teacher professional development and/or teacher recruitment, retention and placement.
- ☐ Activities designed to recruit students to the field of education.

MTRC Special Project Grant Application

2008-2009 Proposal Reference Information

Applicant (Name of Institution/Organization): _____

Project Title: _____

Project Director: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Telephone: _____ **Fax:** _____ **Email:** _____

Is this a project that was funded by MTRC in 2007-2008? _____ **Yes** _____ **No**

Was this project funded by MTRC in any years prior to 2007-2008? _____ **Yes** _____ **No**

Total Grant amount requested \$ _____ *(Award amounts not to exceed \$7,000)*

If this project was funded before, please give a brief, yet solid explanation indicating why the project was successful and why continued support is necessary:

If this project was never funded by MTRC, please give a brief explanation indicating the crucial aspects of this project and the significance of why it should be funded:

Please include the following information when submitting proposals:

PROJECT WORKPLAN - Provide a brief description of the project overall plan, goal and target audience.

PROJECT TIMELINE – Include objectives, timeline and activities.

PROJECT BUDGET- Provide a proposed budget for the project that meet project objectives. Be specific about projected expenditures (i.e. Materials: brochures, pens, program copies - \$500).

PROJECT ASSESSMENT PLAN – Provide a detailed project evaluation plan listing specific methods that will be used to gather data. At the end of the special project a final evaluation will be sent to the Minority Teacher Recruitment Center. The assessment must include how the project has met or exceeded its goals or objectives and budget. Also include the number of participating faculty and students and any feedback that the students might have.

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