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|  | **Networked Improvement Community Grant**  *Association of Washington School Principals* |

**GUIDELINES**

Networked Improvement Community Grants provide an incentive in the form of support funds for members desiring to initiate problem-solving projects, research efforts and other relevant team-oriented purposes. Emphasizing flexibility and speedy funding, the project provides applicant clusters with expense funds up to $800 total per team.

**Purpose:** The purpose is to provide professional development programs designed to increase leadership skills of principals and assistant principals for the improvement of educational programs and services for students.

The AWSP Professional Learning Committee believes the following:

* Individual professional learning is critical to the Association and its members
* Building administrators need to be provided the stimulation and the resources to enable them to help themselves improve their performance skills, understandings and knowledge
* The Association should work toward bringing building administrators together in networks centered on areas of interest, need and willingness to improve
* Each network should be provided options and sufficient flexibility to enable it to successfully pursue its group interest

**Funding**: Each network will be eligible for financial support of up to $800 funded through the Professional Learning Committee or subcommittee thereof. Each network may apply for two grants per school year. Approval of grants will depend upon funding available.

**Structure:** In order to implement these beliefs, the committee offers the following structures:

* In order to help defray costs of implementing its development plan, each network will be eligible for financial support up to $800 from AWSP.
* Networks may be organized for the following purposes:
  + Shared study and research
  + Skill building
  + Product production
  + Professional interaction
* Each network is responsible for providing AWSP with the following:
  + A plan of action (Grant application)
  + A record of its activities (Agenda)
  + A list of participants (Sign in sheets)
  + A report of its outcomes (Surveymonkey survey)
* The grant funds may be spent at network discretion on expenses including, but not limited to:
  + Speakers
  + Facility expenses
  + Food
  + Other professional learning expenses

**How to Apply:** Interested principals should apply for the grant using the application form on the following page.

**Networked Improvement Community Grant for Professional Learning**

*Association of Washington School Principals*

**APPLICATION**

**Applicant Information:**

Name:       Address (where you want check mailed):

Title:       School:

District:       Email:

**Goal:**

**What you will call your professional learning experience (title):**

**Objectives:**

**Activities (Including Date(s) of Event):**

**Grant Amount Requested (Up to $800): $**

**Proposed Usage of Funds (Budget):**

**Clock Hour Request**

AWSP is happy to provide clock hours for our grant recipients.  Clock hours are granted for face to face learning time and will be approved with the following criterion being met.

* Agenda indicating specific learning time (start time, end time and content covered).  Breaks cannot count in the clock hours, but a meal can if it’s a “working meal”.
* Sign-in sheets for each participant for each session (like you would for a staff meeting)
* Participants must complete an evaluation (Survey Monkey) that includes participant perception of the relevance of the training
* Copies of materials submitted to AWSP for record keeping.  Electronic submission preferred.
* Please indicate the number of clock hours you would like to request for each member of your team:
* Once the above terms are met, a clock hour form will be processed and issued to the program leader for distribution to participants  
  **Signature of Applicant:** I certify that all participants are current members of AWSP and I pledge to use any funds granted through this application in an appropriate manner. If granted funding, I will be required to submit a participant **sign-in sheet** (for clock hours) and **a report on the effectiveness** **of the professional learning activity** for which the funds were used.

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**Submit Your Application**

Please return this completed form to the AWSP office by mail, fax or email:

AWSP | 1021 8th Ave. SE, Olympia, WA 98501 | Fax: 360.357.7966 | [beth@awsp.org](mailto:beth@awsp.org) | Questions? Call 800.562.6100.