



2006 Teacher Scholarships for Professional Development

General Information

Basic Criteria:

1. The applicant must currently be employed by a public school district in Oklahoma.
2. Applicants must currently be teaching in an elementary or secondary classroom.
3. Applicants must have at least two years of teaching experience in Oklahoma prior to the conference or meeting for which this grant will be used.

General Directions:

1. ***ALL APPLICATIONS MUST BE POSTMARKED BY Oct. 31, 2005.*** Please note that only applications submitted by *this deadline* will be considered.
2. *Check* the category for which this application is being submitted on the "Applicant Information Form." ***You may apply for a scholarship from only one category per selection period.*** Applicants who will be first time attendees to this conference will be given priority. Applicants who have previously received the OFE scholarship for professional development are not eligible to reapply for five years.
3. Submit only the materials requested.
4. Applicant statements *must be typed, double-spaced*, on 8 1/2" x 11" sheets of paper. Statements of support from school officials *must also be double-spaced*.
5. The first page of the application *must be* the "Applicant Information Form." *Staple* all pages together (in the upper left-hand corner) *in the following order*— Applicant Information Form, Proposed Budget, Professional Information, Statement from the Applicant, Statement of Support. *Do not enclose applications in a folder or binder.*
6. Retain one copy of the application for your records. *Mail a total of six sets* of the application materials, postmarked by *Oct. 31, 2005*, to:

**Teacher Scholarships for Professional Development
Oklahoma Foundation for Excellence
120 N. Robinson, Suite 1420W
Oklahoma City, OK 73102-7434**

7. If you have questions regarding the application process or need additional copies of the application forms, please check our website at www.ofe.org or call the Foundation office at (405) 236-0006.

Scholarship Disbursement:

The scholarship will be disbursed in two payments. The first will be made directly to the travel agency for purchase of the airline ticket, once confirmation is made to the Oklahoma Foundation for Excellence that registration for the conference is complete. The remainder of the scholarship will be paid directly to the scholarship recipient five business days prior to the date of the conference.



**2006 Teacher Scholarships
for Professional Development
Applicant Information Form**

This page must be the first page of each copy of the application packet. Staple (in the upper left-hand corner) all other pages behind it.

CHECK THE ONE SCHOLARSHIP FOR WHICH YOU ARE MAKING THIS APPLICATION.

- Scholarship in 50% or greater Title I School, according to the Oklahoma State Department of Education
- Kenneth R. & Juliette Woodward Teacher Scholarship for Duncan or Stephens County
- Audre' L. Henry Scholarship for Special Education
- Scholarship for Tulsa County teachers
- Math and science teachers in the greater Oklahoma City area
- Scholarship with no qualifying criteria

Information About the Applicant (Please type):

Name (Mr. Ms. Mrs. Dr.) _____ Gender _____

Home Mailing Address _____

City _____ State _____ ZIP _____ County _____

Home Phone (_____) _____ Fax (_____) _____ E-mail _____

School _____

School Address _____

School City _____ State _____ ZIP _____ School District _____

School Phone (_____) _____ School E-mail (if available) _____

Teaching Assignment _____ Grade Level _____

Years at Current Assignment _____ Years in the Classroom _____

Conference or Meeting for which this award would be used _____

Location _____

Dates of the Conference or Meeting _____

Amount Being Requested _____ Budget Enclosed? _____

Please list professional development conferences you have attended in the last five years _____

Identify the building principal, superintendent, and school board president for the school and district. ***The signature of each of these individuals is required.*** By signing this application, they verify your eligibility in the category for which you have applied and agree to release you to attend this conference or meeting if selected.

Principal's Name

Principal's Signature

Superintendent's Name

Superintendent's Signature

Board President's Name

Board President's Signature



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Proposed Budget

Information About the Budget *(Please type):*

Conference or Meeting to be attended _____

Location _____

Dates (Include travel to and from) _____

Please check one of the following:

- Regional meeting of professional organization
- National meeting of professional organization
- International meeting of professional organization
- Summer institute
- Travel as part of professional development
- Professional development program

Registration Fee _____

Lodging Cost _____ (use conference rate for hotel(s) @ double occupancy)

Transportation _____ (air fare)

_____ (auto @ rate of 40.5¢ per mile)

Meals _____ (@ \$30 per day)

Substitute Teacher Cost _____ (if needed)

Miscellaneous _____ (side conferences, materials, etc. – please identify) _____

TOTAL requested _____

Will the conference or meeting itself pay any of these expenses? If yes, please identify.

Will your school district pay any of these expenses? If yes, please identify.



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Professional Information / Statements

Professional Information:

1. Provide the information requested below. The information *must be typed, double-spaced*, on no more than *one 8 1/2" x 11"* sheet of paper.
2. Educational background. Include institutions where applicant trained, the dates there, and the degree(s) granted.
3. Employment experience. Include institutions where the applicant has worked, the positions held, and the dates for each.
4. Participation in professional development—at the local, state, and national levels—in the last five years.
5. Professional affiliations.
6. Professional honors and awards. Include dates.

Statement from the Applicant:

The statement from the applicant must be limited to *no more than two double-spaced typewritten pages* and should address the following:

- Discuss the impact that participation in this conference or meeting will have on your teaching and on your students;
- All grantees will be expected to share knowledge and skills gained from this experience with their colleagues. Please describe two ways in which you will do this.

Statement of Support:

Each application must be accompanied by a statement of support for the applicant's participation in the conference or meeting being attended. This statement must be written either by the applicant's building principal or the superintendent of the district and must be limited to *one double-spaced typewritten page*.