

CLTA-WA Professional Development Grants

Purpose: CLTA-WA Professional Development Grants are offered to support member K-16 and heritage school Chinese teachers in Washington State to receive professional development to attend national/regional conferences, summer institutes, workshops or seminars, or to offset travel costs to attend our own CLTA-WA workshops. Grant funds may be used for fees, travel expenses, books, or other materials that enable applicants to learn subject matter, instructional approaches, and skills. Recipients are expected to share their new learning on the blog of CLTA-WA's website.

CLTA-WA Local Professional Development Grant

Award Amount: Grants are awarded in amounts of **US\$100** and are used to support professional development that involves some measure of travel expenses to locations within Washington State or out-of-state locations near Washington (i.e., Portland OR or Vancouver BC).

CLTA-WA National Professional Development Grant

Award Amount: Grants are awarded in amounts of **US\$250** and are used to support attendance at national conferences (e.g. ACTFL/CLTA/CLASS; National Chinese Language Conference).

Eligibility:

- Applicants must be current members in good standing of CLTA-WA.

Applications and Notification: Applications must be received **at least 30 days** prior to the event. Once the application is received, the applicant will be notified of award decision with 15 days. Applicants are encouraged to plan ahead and give careful attention to the timeline of your grant. Applications that include activities scheduled prior to the date of notification will not be considered.

Application Guidelines: All applicants are required to fill out the CLTA-WA Teacher Grant application form and submit their Curriculum Vitae as well as a proposal (500 words) that must address the following items:

1. A brief summary of the professional development goals that applicants plan to achieve in attending the conference, workshops, seminars and summer institutes
2. A summary of the programs/courses provided in the conference, workshop or seminar. What is the need for such professional development? How does the

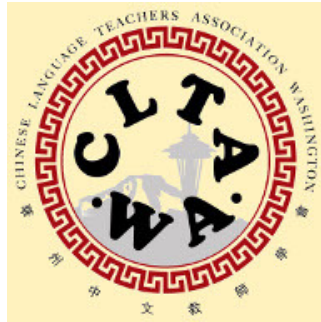
- professional development benefit the applicant's teaching and/or students?
3. How, when, where, and with whom will you share what you have learned?
 4. Provide a line-item budget for the proposal.

Complete the application on the next page, and email it to the CLTA-WA President <president@clta-wa.org>.

Reimbursement: CLTA-WA will reimburse awardees of Professional Development Grants upon receiving original receipts for expenses equal to or in excess of the amount of the grant, along with proof of registration for the proposed professional development activity. Recipients should email a paragraph to the scholarship committee that shares what they have learned, and the paragraph will be posted on the blog of CLTA-WA's website.

Selection Criteria: Applications will be evaluated on the basis of:

- The goals and budget are clearly defined in the proposal.
- The proposed professional development is likely to improve classroom instruction and student achievement.
- The proposed collegial sharing is interactive and effective.



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Application Form

Email the completed form to the CLTA-WA President <president@clta-wa.org>

Chinese name	
English name	
School/Institute Affiliated	
Email Address	
Date	

Proposal summarizing Professional Development Goals (500 words or less):

Summary of proposed Professional Development activity, costs, and expected goals/outcomes:

With whom will you share what you have learned, or how will the students you teach potentially benefit from your attendance of this workshop?