

2018-2019 Collaborative Learning Team Grants

GUIDELINES FOR FUNDING PROPOSALS

The Manitoba Teachers' Society is committed to supporting collaborative learning teams with grant funding. These grants support teacher-initiated professional learning that focuses on problems of practice to improve instruction and ultimately student learning. These projects will take the form of **action research and/or study groups** and may be funded up to \$5000.00 per group.

The MTS staff will provide support and guidance to the collaborative learning team at their meetings as they move through the inquiry process. This will include refining a study focus, looking at current research, developing a plan, reflecting and analyzing information collected, and preparing a plan to share the research.

Project Requirements

1. The proposed project is a collaboration among a group of **three or more** members of The Manitoba Teachers' Society. One person in the group is designated as the project leader.
2. Clear learning focus, rationale, and key activities are outlined.
3. The group is committed to pursuing a project that brings teachers together to study and implement promising practices in one of the following areas:
 - a. Classroom instruction and/or management approaches,
 - b. Curriculum planning and assessment,
 - c. Classroom culture, climate and inclusive education,
 - d. Indigenous education,
 - e. Equity, social justice, and diversity, or
 - f. Collaborative learning and teaming.
4. Project activities and purposes are consistent with school, Local, division, and MTS policies (Each group is responsible for obtaining the required permission prior to the initiation of the project).
5. Proposal includes a draft meeting schedule and projected expenditures.

Please note: The type of inquiry project, number of teachers involved, impact on teacher practice and agency, and regional representation are some factors that will be considered during the approval process

Funding Parameters

1. Funds may be used to cover the costs of:
 - release time (substitute teachers),
 - travel and meal expenses to support meetings of the group members (as per MTS policy), and/or
 - books or study materials needed to further the work of the group (to a maximum of 20% of total funding).
2. Project ideas may grow out of involvement in other committees or university courses but funds **may not** be used to:
 - support research activities that are to be used for academic credit as part of a university course or the equivalent,
 - conduct programs or research sponsored by other bodies,
 - purchase “packaged” materials or programs,
 - purchase electronic devices, or
 - purchase equipment and/or supplies for the classroom, school or community.

Reporting Requirements

1. A written summary of the collaborative learning team project must be submitted by **May 31, 2019** at the latest. A template will be provided.
2. Projects **must include** plans for sharing results with teaching colleagues through, but not limited to, presentation at conferences and/or meetings, and/or publication of reports in professional newsletters or journals.

Timelines

****Timelines must be adhered to in order to receive the CLT Grant****

November 1, 2018	Proposal deadline
November 16, 2018	Notification of project approvals
November 23, 2018	50% funding advanced to teams and projects begin
May 31, 2019	Project summary and financial overview (expenses, receipts, etc.) due
June 15, 2019	Remaining 50% funding forwarded

Questions

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