



# Education Research Presentation Grant

Wednesday, May 1, 2019

## What is it?

- This grant program aims to provide funding in order to facilitate four or five individual Calgary Public Teachers per year being sent to conferences for the purposes of presenting their research to the broader community.
- Funding may include registration fees, individual expenses and the cost of substitute teachers.

# Why create this program?

- Aligns with Calgary Public Teachers' strategic *preferred futures*:
  - advancing community perception of Local 38 as a group of highly competent professionals
  - maintaining our identity as the professional authority on all pedagogical issues.
- Promote Alberta teachers' research agenda nationally & internationally
- Support members' professional development & career advancement
- Improve perception of Alberta as a world-leader in pedagogy

# Proposal Background

- Originally contemplated as a recommendation from a SPARC conference report (Summer 2017)
- Referred by SPARC to Executive Committee (Fall 2017)
- Executive Committee requests feasibility report (Spring 2018)
- Feasibility report presented to Executive (August 2018)
- Draft Guidelines developed (December 2018)
- Revised Guidelines approved (March 2019)
- Program Launch
  - Announce at May 2019 CSR
  - Funding available effective 2019 July 1

## How does it work?

- Application process is very similar to Staff Development Fund
- You must be a speaker/presenter at the conference to be eligible
- Costs covered include:
  - Conference fees
  - Travel expenses (hotel/airfare/food)
  - Car rental/fuel expenses
  - Substitute coverage

# How does it work?

- Ensure session title and theme are listed
- Ensure abstract of session is attached
- Ensure invitation to participate is attached

Surname (Please Print)	Given Names (in full) <u>Underline name used</u>	CBE Employee Number
School/Department	School Phone	Mailbox extension
Email Address	School Fax	
Subject(s) Taught		
Conference/Workshop Title	Date(s) of Activity	Location of Activity (City/Province/Country)
<b>Title of Session(s) you are presenting</b>		<b>Theme of Session(s) (choose from attached categories)</b>
Optional - Your Home Address if activity is during a school break or if you are a substitute teacher		
<small>NOTE: You are limited to one application per school year period. APPLICATION WILL ONLY BE CONSIDERED IF A COPY OF THE EVENT/COURSE BROCHURE IS ATTACHED, including evidence that you have been invited to present at the conference and an abstract of the session you are presenting. NO TRAVEL AUTHORIZATION IS REQUIRED for this program, however a principal's signature is desired if the activity takes place during CBE operational days (no permission is required if the activity takes place outside of normal school operations). If activity is held in Calgary, eligible expenses will be limited to registration fees, parking or public transportation expenses, lunch (if not provided in the registration fee) and substitute expenses.</small>		
<b>A. ELIGIBLE EXPENSES (See Guideline 7):</b>		
Registration Fee (excludes membership fees)		\$ _____
Travel Expenses:		
Airfare	\$ _____	
Automobile _____ kms @ \$.50	\$ _____	
Taxi/Airport Shuttle/Bus/Parking/Rental	\$ _____	
Total Travel Expenses		\$ _____
Hotel Accommodation (maximum of \$200 per day CAD including GST)		\$ _____
Meals (maximum of \$60/day CAD including GST)		\$ _____
	Total Expenses	\$ _____
AMOUNT RECEIVED FROM OTHER SOURCES \$ _____	AMOUNT REQUESTED	\$ _____
<b>B. Substitute Required</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Date _____ <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.		
_____ <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.		
_____ <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.		
<b>C. Date</b> _____ <b>Signature of Applicant</b> _____		
_____ <b>Signature of Principal or Superordinate</b>		
<small>Name of Principal or Superordinate (please print) _____</small>		
<small>I approve of the teacher's participation in this activity during the above-noted CBE operational days and understand that substitute costs will be borne by Calgary Public Teachers.</small>		
<small>The personal information collected on this form will be used and disclosed solely for the purpose of processing this application and is collected under the authority of The School Act and Alberta's Freedom of Information and Protection of Privacy Act for the purpose(s) noted above. If you have any questions about this application, please call 403-262-6616.</small>		
Please return to: ATA, LOCAL #38, c/o CBE MAIL ROOM Phone: (403) 262-6616 Fax: (403) 234-9596 Email: <a href="mailto:info@ata38.ab.ca">info@ata38.ab.ca</a>		

# Do I need my principal's permission or Travel Authorization?

- If the activity takes place during school time, your principal needs to sign off.
  - If they don't, you can still take personal leave and go (you would be reimbursed for the personal leave costs).
- You **do not require CBE Travel Authorization.**
- Sub costs are 100% covered by the Local, not your school's sub budget.

# Funding

- \$25,000 is allocated in the proposed 2019/2020 budget for this program
- This allocation would be sufficient to cover approximately 4 – 5 individuals per year.
- A portion of the program budget has been reserved for substitute teacher coverage.



# Funding

- A new budget line is proposed for this program (2.2.9)

<b>2.2 Executive Committee</b>						
2.2.1 Conferences	2,478.16	1,871.02	1,064.71	2,968.36	2,500.00	2,500.00
2.2.2 Meeting Expenses	6,392.51	5,865.59	6,432.79	6,082.49	7,500.00	7,500.00
2.2.3 Expenses	7,619.71	6,746.91	5,778.76	6,851.51	7,500.00	7,500.00
2.2.4 Representation	3,239.90	1,007.49	872.47	3,027.63	3,000.00	3,500.00
2.2.5 Retreat	9,850.95	8,652.31	22,513.42	7,914.67	12,000.00	15,000.00
2.2.6 Member Engagement	837.90	1,800.00	3,780.36	0.00	2,000.00	2,000.00
2.2.7 Public Relations	1,138.35	747.35	9,482.23	4,088.97	1,000.00	1,000.00
2.2.8 Contingency						5,000.00
2.2.9 Ed Research Presentation Grant						25,000.00

# The Grant is Competitive

- We anticipate the program will be very popular.
- The Selection Committee will consider all applications and select those that meet the criteria and best align with the Local's strategic goals and ATA Policy.
  - E.G.: If your research advocates that higher class sizes are good for kids, you may not get funding.
- Preference is given for international conferences, and for applicants who present their own original research (vs meta-analyses, for example)

# Consideration Periods

- Applications received during the period...
  - July 1 through September 30 shall be considered on October 1.
  - October 1 through December 31 shall be considered on January 15.
  - January 1 through March 31 shall be considered on April 1.
  - April 1 through June 30 shall be considered on June 30.
- Should a consideration date fall on a weekend or holiday, applications will be considered on the next business day.
- Successful applicants shall be notified within two weeks of the consideration date.
- Applications that were unsuccessful in one period will automatically be carried over for consideration in a future period, provided that the activity/conference has not yet taken place.

## Next Steps

- CSR considers proposed budget
  - If ERPG budget line is included in final budget, ERPG program will be implemented.
  - Budget line could be increased/decreased during budget debate.
- Program documentation will be posted to the Local 38 website tomorrow afternoon (May 2)
  - Applications accepted effective immediately for events that take place after 2019 July 1.
  - First consideration date will be 2019 June 30 (next business day)

## Next Steps

- Evaluation mechanism has been developed to assess the success of the program.
  - Information will be provided to the Selection Committee and the Executive Committee.
- Selection Committee evaluates guidelines on an annual basis.
  - Executive Committee controls the program guidelines based on recommendations from the Selection Committee.



**Questions?**