

# NOVA SCOTIA TEACHERS UNION PROFESSIONAL DEVELOPMENT



## CONFERENCE GRANTS

### INFORMATION SHEET

#### **Purpose:**

Conference Grants (excluding October Conference) are provided to support members wishing to attend conferences for the purpose of professional learning.

#### **Eligibility:**

1. In order to assist the greatest number of Members, individual Grants will be limited to up to six-hundred dollars (\$600). No individual shall receive more than one Conference Grant in any two (2) consecutive school year period. **Conference offerings may include in-person or online conferences.**
2. Grants are awarded to cover legitimate conference expenses. Individuals are encouraged to seek funding from alternate sources; only legitimate conference expenses not covered by other sources will be covered by this Grant. To be clear, an individual should not make a profit (funding from all sources greater than expenses) by the awarding of this Grant.
3. Applications should be received and reviewed prior to the conference occurring.
4. Conference offerings may include in-person or online conferences.
5. The Professional Development Committee will annually review and set the rubric for bestowing these Grants with priority being given to conference grant applications.
6. Grant applications will be reviewed three (3) times per year (fall, winter, and spring). Application deadlines are 4:00 p.m. on the first Wednesday of October, January and March.

#### **Application Process:**

1. Applications must address all items, in sequence, on the most recent form. **Typed applications are preferred.** The application form may be obtained from the NSTU office, your local VP-PD, School Rep or downloaded from the NSTU Home Page (<http://www.nstu.ca>).
2. Do not use acronyms without clarification.
3. Recipients of Conference Grants are required to submit a typed report to the Professional Development Committee of the NSTU upon completion of the conference. The grant will be paid upon receipt of the report. The report becomes the property of the NSTU and may be made available to the membership through the NSTU library and Web site.

**Selection Process:**

1. Grants are awarded by the Provincial Executive upon recommendation by the Provincial Professional Development Committee.
2. The PD Committee shall vet applications according to the following criteria:
  - Contributions to Nova Scotia Teachers Union
  - Contributions to the profession
  - Contributions to the school and community
  - Professional benefit
  - Special consideration may be given to a teacher new to the profession
3. Remuneration from other sources and expenses incurred may be considered when determining the amount awarded.

**Deadlines:**

Grants shall be given three times a year. Applications must be received at the NSTU Central Office on/ or before 4:00pm on the first Wednesday of October, January and March Reporting:

Funds will be awarded upon receipt of:

1. a typed report of the conference to be housed in the NSTU Library, and
2. proof of attendance.

If approval is made prior to attendance at a conference, the report and summary are due within 30 days of conference completion.

If approval is made after conference completion, the report and summary are due within 30 days of notification of approval.

**NOVA SCOTIA TEACHERS UNION  
PROFESSIONAL DEVELOPMENT**



**CONFERENCE GRANTS  
CONFIDENTIAL**

**DEADLINE:**

**APPLICATIONS MUST BE RECEIVED AT THE NSTU CENTRAL OFFICE ON/OR BEFORE 4:00PM ON THE FIRST WEDNESDAY IN OCTOBER, JANUARY & MARCH**

**PART A: BACKGROUND INFORMATION**

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_ .POSTAL CODE: \_\_\_\_\_

SCHOOL: \_\_\_\_\_ NSTU LOCAL: \_\_\_\_\_

ASSIGNMENT IN THE SCHOOL/SYSTEM: \_\_\_\_\_

PHONE: SCHOOL: \_\_\_\_\_ HOME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

TOTAL YEARS TEACHING EXPERIENCE IN N.S.: \_\_\_\_\_ PROF. NO. \_\_\_\_\_

TOTAL YEARS TEACHING EXPERIENCE ELSEWHERE: \_\_\_\_\_

**ON A SEPARATE SHEET OF PAPER, PREFERABLY TYPED WITH HEADINGS CLEARLY LABELLED, OUTLINE THE FOLLOWING:**

- AI. Your contributions to the NSTU: *(including Local, Provincial, Regional & Professional Associations)*
- A2. Your contributions to the profession: *(i.e. How do you support yourself and others through Professional, Staff and Curriculum Development?)*
- A3. Your contributions to the school and community: *(i.e. Volunteer School Activities, Community Work beyond your job assignment)*

