

**IOWA COUNCIL OF TEACHERS OF MATHEMATICS
ICTM CONFERENCE GRANT**

Guidelines

The Iowa Council of Teachers of Mathematics (ICTM) awards five grants of up to \$200 each to encourage and support a certified mathematics teacher in attending the ICTM Annual Conference

By attending a conference, our goal is for teachers to increase student achievement in mathematics, encourage creativity in the classroom, enhance instructional methods, foster imaginative teaching, and promote the teaching and learning of mathematics at all levels.

Timetable

August 31 st	Grant applications due to the Grant Committee at ICTMgrants@gmail.com
September 15 th	Grant applications are reviewed, and awardees are notified.
Fall	The grant recipients are honored at the annual ICTM Conference in Fall
Within 1 year of award	Participants are required to submit an itemized report listing expenses with receipts for travel, housing and/or registration along with your 500 – 2000 word article to the Grant Committee at ICTMgrants@gmail.com

Application Guidelines and Criteria for Evaluation Application:

Application procedure and forms are available from each ICTM Regional Director or ICTM Officer and can be downloaded from the ICTM website at www.iowamath.org.

Eligibility

All current ICTM members including teachers at schools with an institutional membership (one grant/membership) are eligible to apply for this grant. Current ICTM Executive Board members are not eligible to apply. The recipient must remain an ICTM member or a teacher at an institutional member of ICTM throughout the duration of the grant cycle.

Appropriate use of grant monies

Awardees will be allowed up to \$200 each to encourage and support a certified mathematics teacher in attending the ICTM Annual Conference.

Criteria for Award

- Awardee will be required to submit a 500 – 2000 word typed article, based on the rationale in the grant application. The article will be published on the [ICTM Website](#).
- Invoice for substitute payment must be submitted to: Grant Committee at ICTMgrants@gmail.com within one year of awards. Funds will be dispersed shortly after receipt of these documents.
- Grant funds must be used within one year of application.

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The grant application has three parts: (1) Cover sheet, (2) rationale, and (3) budget form.

(1) **Cover sheet:** The one-page cover sheet should be completed and attached to the front of the grant proposal. The applicant and the applicant's principal must sign it.

(2) **Rationale:** The project description must be no more than two, single-spaced typed pages and should address the following questions:

- How is the content of the conference relevant to your position?
- What are the expected benefits of attending the conference?
- What is the potential daily impact for your students?
- What is the potential impact for your teaching career?
- Who are the featured speakers? What do you hope to gain from their work in mathematics?

(3) **Budget:** The applicant may request up to \$200.

- Provide an invoice for substitute teacher payment (up to a maximum of \$125)

Applicants must submit the completed application for approval to the Grant Committee at ICTMgrants@gmail.com no later than June 30th.

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Please type and complete all information:

Applicant's Name _____

Current Teaching Assignment: _____

School Name and Address: _____

E-mail address: _____

School Phone Number: _____ School Fax Number: _____

ICTM Membership Expires _____

ICTM Conference you wish to attend: _____

If awarded this grant, I will do one of the following. (Please check one box.)

Present at the Annual ICTM Conference.

Write 500 - 2000 word article for ICTM website about new learning from conference.

The Principal's signature below indicates his/her willingness to allow the recipient to attend the ICTM Annual Conference.

Date

Signature of Applicant

Date

Signature of Principal

