



ALASKA STATE LITERACY ASSOCIATION

Betty Leonard Memorial Scholarship/Mini-Grant Guidelines

Purpose:

ASLA will award up to five Betty Leonard Memorial Scholarship/Mini-Grants annually. These awards were established in memory of Betty Leonard who dedicated her life to helping others and to teaching children and adults. Betty served as president, coordinator, treasurer and various committee chairs of ASLA.

1. Funds may be used as a scholarship to encourage ASLA members to attend our annual professional development event. Betty believed strongly in helping others grow professionally as demonstrated by the time and energy she gave throughout her career.
2. Funds may be awarded for a project or program designed to promote literacy instruction. These programs or projects are to involve students, teachers, administrators or parents for the direct benefit of students.

Amount: Up to five Betty Leonard Memorial Scholarship / Mini-Grants of \$500.00 each will be awarded to members during the coming school year.

Scholarship: Travel/housing reimbursement of up to \$500.00 plus a waiver of registration fees to offset expenses for the annual ASLA professional development event. Reimbursement will be made upon submission of receipts.

Timeline for Scholarship: Scholarship proposals should be sent via USPS to the P.O. Box listed below and be postmarked no later than 60 calendar days before the first day of the professional development event.

Timeline for Mini-Grant: The deadline for submitting all mini-grant proposals is **October 31st**. Proposals should be sent via USPS to the P.O. Box listed below and be postmarked no later than **October 31st**. Funds will be distributed by **December 13**. Proposals will only be accepted in hard copy form at the address listed below and must be postmarked by **October 31st**. Send proposals to:

ASLA
Attn: Grants
PO Box 212596
Anchorage, Alaska 99512

Scholarship Requirements:

1. Completed cover sheet
2. A one-page typed paper outlining the following:
 - What professional goals you plan to meet as a result of your participation in the conference
 - How the information will be shared with others
 - Why you are in need of support from ASLA.

Mini-Grant Requirements:

1. Completed cover sheet
2. Purpose of the project
3. General approach
4. Evaluation Procedures
5. Potential Outcomes
6. Budget

Additional Information

- Scholarship/Mini-Grant applicants must be current ASLA members. If the scholarship/project involves more than one person, all persons involved must be ASLA members.
- An individual, group, or local council may submit a proposal. Applicants may submit more than one proposal; however, only one proposal per person or council will be awarded.
- Mini-Grants will be funded for the actual cost of the program, not to exceed \$500.00 each.
- A member can be awarded an ASLA Scholarship/Mini-Grant no more than once every five years.
- Within 60 calendar days following the last day of the event, scholarship award recipients must submit an article about his or her conference experience to the current Vice-President for inclusion in the

ASLA Winter Newsletter

- An evaluation of the Mini-Grant Project must be submitted to the ASLA Scholarship/Mini-Grant Chair by **June 1**. The recipient's principal must sign the evaluation to verify completion of the professional development/project.
- Should a recipient not complete the professional development/project, it is expected that all Scholarship/ Mini-Grant funds received will be returned to ASLA.
- Scholarship/Mini-Grant funds cannot be used as a stipend, salary or honorarium for any person.

FYI...

1. The Scholarship/Mini-Grant Chair will select a committee to review all of the proposals. Proposals will be selected based upon criteria listed on the ASLA Evaluation Score Sheet. The decisions of this committee will be final.
2. Recipients of Scholarships/Mini-Grants are asked to share their learning/ project with other local council members at a council meeting.
3. Scholarship and Project proposals will become the property of ASLA.
4. Recipients of Scholarships/Mini-Grants will submit an article, slide show, PPT, or video about their learning/ project to the Vice-President of ASLA for publication in the Spring newsletter.
5. Questions regarding the Scholarship/Mini-Grants should be directed to the ASLA Vice President Elect.
6. Local council officers are requested to copy and distribute this information to their members and to encourage them to submit proposals.

**ASLA
Attn: Grants
PO Box 212596
Anchorage, Alaska 99512**

**ALASKA STATE LITERACY ASSOCIATION
SCHOLARSHIP/MINI-GRANT PROPOSAL COVER SHEET**

Name: _____

Phone: Home _____ Work _____

Fax _____ Email: _____

School: _____ Position: _____

Address Scholarship/Mini-Grant Should Be Sent To:

ASLA Local Council:

Scholarship or Project Proposal Title:

Who is involved in this project? (Circle one)

Myself Only

Two or More ASLA Members an ASLA Council

If one or more individuals are involved in this project, please list their names and schools. If this is a council project, list those who will be responsible for the project.

Applicant's Signature _____

Date: _____

Council President's Signature: _____

Date _____

(LOCAL COUNCIL PROPOSALS ONLY)

ASLA Mini-Grant Scoring Guide				
Project Name:		Persons Responsible:		
Clarity of Proposal		Total 20		
The proposal has a clear purpose. It follows all the requirements of the grant application process. Points are based on how clearly all components are addressed.	5	10	15	20
Achievability of Project		Total 20		
The project makes sense and can be done in the timeline proposed. Project is achievable in nature and follows the requirements of the grant application.	5	10	15	20
Realistic Accuracy of Budget		Total 10		
Budget is thought out and fits monetary expectations. Specific line items and cost estimates are clear.	2.50	5.0	7.5	10
Likelihood of Replication		Total 10		
The project can be replicated. The project has the capacity for longevity (i.e, materials purchased, etc). If it will not be replicated state why.	2.5	5.0	7.5	10
Degree of Impact		Total 20		
The project directly impacts schools, students and/or teachers depending on proposal type. Outcome is stated because this project is happening vs. if it did not exist.	5	10	15	20
Evaluation		Total 20		
Evaluation for the project should be measurable. Evaluation of the project must fit the time line and explain how the results will be reported back to ASLA.	5	10	15	20
Total _____/100 Comments:				

**Betty Leonard Professional Development Scholarship Grant
ASLA Scoring Guide**

Clarity Proposal						25 points									
The proposal has a clear purpose. It follows all the requirements of the grant application process. Points are based on how clearly all components are addressed.						5		10		15		20		25	
Plans for Sharing Information						25 points									
A plan is in place for sharing the information with others in your local association and a newsletter article for the state association.						5		10		15		20		25	
Statement Regarding Support from ASLA						25 points									
A statement of need for support from ASLA is clear.						5		10		15		20		25	
Comments												_____ /75			