

Teacher as Literacy Learner Committee

Ad Hoc

Purpose:

To encourage CCIRA members to be involved in Teacher as Reader or Teacher as Writer groups.

Budget: \$6,000

COMMITTEE MEMBERS**Michelle Tollotson,
Chairperson**

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Westcliffe, CO 81252
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**Tanisha Lee, Executive
Committee Liaison****Charges**

- Conduct a Teacher as Literacy Learner session at the CCIRA conference. Ensure that grant recipients present in the session.
- Promote and encourage CCIRA members to participate in reading and/or writing groups.
- Select and notify recipients of the grant funds.
- Review and distribute CCIRA Teacher as Literacy Learner grant funds
- Collect expenditure receipts from the previous year's grant recipients, reconcile, and submit to CCIRA treasurer.

Timeline

August: If you are a new committee chairperson, meet with the prior committee chair to review past committee procedures and activities and to receive the committee records.

August: Invite previous grant recipients to attend the CCIRA Conference session. Confirm with Conference Chair.

December: By December 15, send brief promotional statement about the grant to the Marketing Chairperson for inclusion in the *The Colorado Communicator*.

February: Facilitate sharing of information by previous recipients at the conference.

April: Receive grant application. Request checks from CCIRA Treasurer ASAP.

May: Review and distribute CCIRA Teacher as Literacy Learner grant funds. Submit the end-of-year report to CCIRA President by May 15.

Required Meetings**Chairperson:**

April & September: Leadership Meetings

April, September and February: Board of Directors' Meetings

Committee:

As Needed: Committee meetings to fulfill charges

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Teacher as Literacy Learner APPLICATION GUIDELINES

In order to encourage CCIRA members to become involved in literacy learning groups, either as readers or writers, CCIRA has developed the TALL Grant Program.

Successful applicants will receive up to \$500 to help develop a Teacher as Literacy Learner group. Please read the criteria and submit the form online at ccira.org.

Application must be submitted by:	March 30
Applicant Notified by:	May 1
TALL Grant Funding by:	May 31
Spending Plan/Receipts by:	October 1

Criteria For Selection

1. The application form **must** be submitted by March 30.
2. **You may apply for only one TALL Grant each year.**
3. Priority is given to new groups. A group is new when 75% of the members have not received TALL funds previously.
4. TALL Grant winners **must** be members of CCIRA. CCIRA membership number must be included on the application. **In addition, at least 50% of your TALL group must be members of CCIRA by February 28.**
5. The proposal must involve the promotion of a TALL group that is designed to support teachers in becoming more reflective readers and/or writers, aware of their own literacy processes in order to become more effective teachers.
6. The proposal must involve teachers in one or more of the following purposes:
 - a. To encourage teachers to become active writers, discover their own writer's voice, and to pursue a passion for writing.
 - b. The discussion of personal or professional literature that furthers teachers as literacy professionals or builds on a personal love of reading
7. The proposal must be outlined in detail according to the application form guidelines.
8. Highest priority will be given to applications from members of local reading councils.
9. All grant recipients must be willing to share information about projects at the CCIRA conference in February.
10. TALL grant winners will be responsible for submitting their receipts and actual spending plan. The receipts must reflect that the money was spent according to the grant proposal or the money will need to be returned to CCIRA.
11. Award recipients are expected to turn in receipts to the Committee Chairperson by December of the warad year for the purchases made with grant monies. If receipts are not turned in, the award recipient and members of the group will not be considered for future CCIRA grant awards.