

The North Carolina Delta Kappa Gamma Educational Foundation  
**Simmons-Longest Endowment Grant**  
**Spring 2023 Proposal Form**



This grant may be awarded to individuals or to projects offering professional growth, personal development or self-care, and/or skill development in leadership of self and/or others. Active and retired NC DKG educators in Region VI may apply for support with educational activities such as attendance at conferences or seminars, participation in independent studies, or educational travel. Proposals must indicate the anticipated impact of the activity on the participant(s) and on others who may also benefit as a result of the participant(s) engagement in the activity. One grant, up to \$500 is available to be awarded.

**Directions Checklist:**

1. The Proposal Form must be complete, including an itemized list of expenses to be incurred.
2. Applicants may be active or retired educators, but they must show how this activity will be beneficial to students or other educators in a school or other educational setting.
3. Include with the proposal (not mailed separately) one letter of recommendation as specified.
4. The proposal must be **emailed in WORD or PDF** to [pbrought123@gmail.com](mailto:pbrought123@gmail.com) and [ncdkgef@gmail.com](mailto:ncdkgef@gmail.com), and **received** no later than January 31.

Proposals received AFTER January 31 will not be considered for this grant cycle.

5. If awarded a grant, recipient must submit the *Self-Evaluation Form*, no later than **January 15 of the following year** accompanied by a record of experiences and a financial report showing actual expenses.
6. Checking each of these 6 items and your signature on the last page of the Proposal Form, indicate your acceptance of conditions of the grant as specified herein.

**1. PERSONAL DATA**

Applicant's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

Phone \_\_\_\_\_

NC Delta Kappa Gamma Society International membership    \_\_\_ Active        \_\_\_ Retired

Chapter \_\_\_\_\_

**2. TEACHING HISTORY** List chronologically from most recent.

Total number of years of teaching experience: \_\_\_\_\_

PLACE	POSITION	YEARS OF SERVICE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**3. EDUCATIONAL PROPOSAL**

A. Name of organization offering the proposed educational activity.

\_\_\_\_\_

B. Beginning date of proposed activity (mm/dd/year): \_\_\_\_\_

C. Ending date of proposed activity (mm/dd/year): \_\_\_\_\_

D. Will educational credits (i.e. CEU's) be offered?     YES             NO

If so, detail the credits expected to be earned:

\_\_\_\_\_

**4. DESCRIPTION OF EDUCATIONAL ACTIVITY**

Describe the activity and educational benefit anticipated from the experience, including innovative, creative, or collaborative aspects. Attach additional page if needed.

**5. BUDGET:** Total cost: \_\_\_\_\_

Itemize projected expenses below or attach an itemized budget. Grant recipients will also submit a financial report at the conclusion of the project or educational experience to show actual expenditures.

1. \_\_\_\_\_ Cost: \_\_\_\_\_

2. \_\_\_\_\_ Cost: \_\_\_\_\_

3. \_\_\_\_\_ Cost: \_\_\_\_\_

4. \_\_\_\_\_ Cost: \_\_\_\_\_

5. \_\_\_\_\_ Cost: \_\_\_\_\_

**6. EVALUATION** Describe how you plan to evaluate the success of this activity, in addition to completion of the **required Self-Evaluation Form**. Include both qualitative and quantitative measures.

**7. SHARING** Check all the ways you are willing to share what you learn from this educational activity.  
\_\_\_ Presentation in school/community      \_\_\_ write a short article  
\_\_\_ workshop or short presentation at NC DKG State Convention  
\_\_\_ other educational setting \_\_\_\_\_

**8. REFERENCE** Include one letter of recommendation -- **do not send separately**. The letter should be written by someone who is familiar with and can speak with authority in support of the proposed educational activity.

List name of the reference with contact information.

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**9: PUBLICITY** Grant recipients are expected to furnish to the Foundation photos of their projects with consent from everyone in the photos for publication in brochures, newsletters, news articles, website, and the like. All publicity for grant projects must include reference to the North Carolina Delta Kappa Gamma Educational Foundation as a funding source.

Submit copies of publicity items and photos to Sharon Frazier, [jpfskf@aol.com](mailto:jpfskf@aol.com), no later than **Jan 15 of the following year**.

**10. YOUR SIGNATURE** indicates acceptance of the conditions of the grant as indicated throughout the Proposal Form and by your responses herein.

\_\_\_\_\_

**11. SUBMISSION** Submit all Proposal materials, including Letter of Recommendation, **via email**, to Phyllis Broughton, [pbrought123@gmail.com](mailto:pbrought123@gmail.com) and [ncdkgef@gmail.com](mailto:ncdkgef@gmail.com). and copy Grants Review Committee, [ncdkgef@gmail.com](mailto:ncdkgef@gmail.com) .

Do not submit items in separate mailings. Applicant will be notified upon receipt of proposal.

**DEADLINE FOR SUBMISSION**

**The Proposal must be received no later than January 31. Proposals received after January 31 will not be considered in this granting cycle. Awards will be announced on or before March 1.**



The North Carolina Delta Kappa Gamma Educational Foundation  
**Self Evaluation Form**

**MUST BE SUBMITTED FOLLOWING THE COMPLETION OF THE PROJECT OR STUDY**

Attach additional sheets if needed to give complete answers.

Send all requested items with this form to pbrought123@gmail.com by **January 15**.

Project /Activity Title

\_\_\_\_\_

Grant Recipient \_\_\_\_\_ Email \_\_\_\_\_

Amount of Grant \_\_\_\_\_ Date Grant received (m/d/y) \_\_\_\_\_

Date Self-Evaluation was submitted (m/d/y) \_\_\_\_\_

1, Report the approximate number of people served by this study/project \_\_\_\_\_.

2. ATTACH a list of all expenditures with copies of receipts. Do not send separately.

3. DESCRIBE how your grant was actually used.

4. DESCRIBE your professional and personal growth experience by reflecting on what you have learned.

*Thank you for furthering education in North Carolina  
by completing this NC DKG Educational Foundation-assisted project!*