

**The North Carolina Delta Kappa Gamma Educational Foundation  
Groves-Little Endowment for Early Career Educators**

**Learning/Literacy Project or  
Continuing Education for Professional/Personal Growth**



**SPRING 2024 PROPOSAL FORM**

The Groves-Little Endowment Grant for Early Career Educators may be initiated by individual educators who have taught four years or less and are employed in NC public schools. It covers a broad range of possibilities, focusing on two areas of importance for early career educators: Learning/Literacy projects for students in school or community settings and Continuing Education for Professional/Personal Growth through attendance at conferences, seminars, educational travel, and other educational activities for teachers. Two grants, \$1,000 each, are available to be awarded.

**Directions Checklist:**

- \_\_\_ 1. The Proposal Form must be complete.
- \_\_\_ 2. Include with the proposal, one letter of recommendation. Do not send separately.
- \_\_\_ 3. If awarded a grant, the recipient must submit a record of experiences and actual expenses (with receipts) along with the *Self Evaluation Form* no later than **January 15 of the following year**.
- \_\_\_ 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. Checking each of these 5 items and your signature on the last page of the Proposal Form, indicates your acceptance of conditions of the grant as specified herein.

**1. SELECT ONE:**

**Learning/Literacy Project**

**Title of Proposed Project:** \_\_\_\_\_

**Or**

**Continuing Education Activity**

**Title:** \_\_\_\_\_

**2. PERSONAL DATA:**

Name: \_\_\_\_\_

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

E-mail Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**3. TEACHING EXPERIENCE: (List chronologically from most recent.)**

Number of years of teaching experience: \_\_\_\_\_

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

**4. \*CONTINUING EDUCATION APPLICANTS ONLY**

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: \_\_\_\_\_  
\_\_\_\_\_

**5. DESCRIPTION OF LEARNING/LITERACY PROJECT or CONTINUING EDUCATION ACTIVITY:**

Include goals and objectives, projected benefits, potential to reach a wider audience, innovative and/or collaborative aspects, and timeline. Use a separate attachment if needed.

**6. 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: \_\_\_\_\_

**7. 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.

**8. SHARING:** How will you share information about your experience? Check all that apply.

\_\_\_\_ write a brief article for publication

\_\_\_\_ present at the NC DKG State Convention

\_\_\_\_ share in other educational settings, example \_\_\_\_\_

**9. REFERENCES:** Attach one letter of recommendation. Do not send separately.

Reference should be written by someone who is familiar with and can speak with authority in support of the proposed project or continuing education activity.

**Contact information for references:**

Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**10. PUBLICITY:** Grant recipients are expected to furnish to the Foundation photos of their projects with consent from everyone in the photos for use in NC DKG publications and on websites. 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, [jfkskf@aol.com](mailto:jfkskf@aol.com), no later than January 15 of the following year.

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

\_\_\_\_\_  
(Sign Here)

**12. SUBMISSION:** Email all proposal materials, including letter of recommendation to Phyllis Broughton, [pbrought123@gmail.com](mailto:pbrought123@gmail.com) and [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 grant cycle. Awards will be announced on or before March 1.**



**The North Carolina Delta Kappa Gamma Educational Foundation  
Self-Evaluation Form Groves-Little Grant**

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

Attach additional sheets if needed to give complete answers.

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

Learning/Literacy Project Title **or** Continuing Education Activity:

\_\_\_\_\_

Grant Recipient: \_\_\_\_\_

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

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

1. Record the actual number of people involved/served: \_\_\_\_\_.

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

3. Describe how your grant was actually used.

4. REFLECT on your study/project and DESCRIBE the positive outcomes.

Or

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*