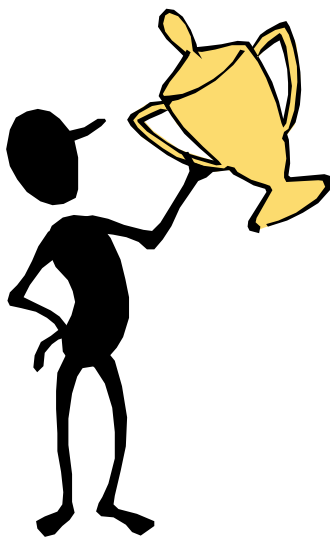




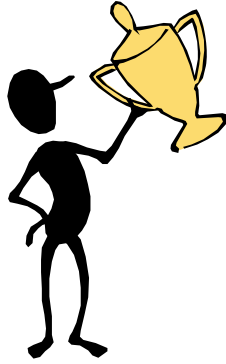
**NEW YORK STATE  
READING  
ASSOCIATION**

Chartered by the International Reading Association

# **Awards Packet**



# Awards Packet



## Table of Contents

Awards Calendar .....	3
NYSRA Awards.....	4
IRA Awards .....	27



# Awards Calendar

Adopted 12/94, Updated 6/98, 5/00, 6/01, 5/03, 9/04, 9/05, 9/06, 9/07

## Program Years Ending 1, 3, 5, 7, 9

Program Years Ending 1, 3, 5, 7, 9	Application Due	Awarded
IRA Honor Council	10/15 Intent	IRA Conference & NYSRA AOD
	3/1 Docs Due	
Literacy Outreach Award	11/1	NYSRA Conference
NYSRA Exemplary Reading Program Award	11/15	NYSRA Conference
IRA Exemplary Reading Program Award	11/15	IRA Conference
NYSRA Senator Donovan Memorial Scholarship	2/1	NYSRA End of Year Meeting
NYSRA Elementary/Secondary Teacher of the Year	2/1	NYSRA Conference
NYSRA Friend of Reading Award	2/1	NYSRA Conference
NYSRA Reading Teacher of the Year Award	2/1	NYSRA Conference
NYSRA Literature Based Mini Grant	4/15	NYSRA Conference
World Trade Center Memorial	<b>Dormant</b>	NYSRA Conference
NYSRA Richard L. Allington Research Award	5/15	NYSRA Conference
NYSRA Membership Excellence Award	7/15	NYSRA Fall AOD
NYSRA Council Service Award	7/31	NYSRA Fall AOD

## Program Years Ending 0, 2, 4, 6, 8

Program Years Ending 0, 2, 4, 6, 8	Application Due	Awarded
IRA Honor Council	10/15 Intent	IRA Conference & NYSRA AOD
	3/1 Docs Due	
Literacy Outreach Award	11/1	NYSRA Conference
NYSRA Exemplary Reading Program Award	11/15	NYSRA Conference
IRA Exemplary Reading Program Award	11/15	IRA Conference
NYSRA Library/Media Specialist Award	2/1	NYSRA Conference
NYSRA Reading Educator Award	2/1	NYSRA Conference
NYSRA Reading Supervisor/Administrator Award	2/1	NYSRA Conference
NYSRA Charlotte Award	4/15	NYSRA Conference
NYSRA Literacy Advocate Award	4/15	NYSRA Conference
NYSRA Literature Mini-grant	4/15	NYSRA Conference
World Trade Center Memorial	<b>Dormant</b>	NYSRA Conference
NYSRA Membership Excellence Award	7/15	NYSRA Fall AOD
NYSRA Council Service Award	7/31	NYSRA Fall AOD

1. The lists include both IRA and NYSRA awards, arranged chronologically by due date.

# NYSRA Literacy Outreach Award

**Deadline: November 1**

**Awarded Every Year**

**Contact: NYSRA Conference Chairperson**

New York State Reading Association

NYSRA Professional Awards

P. O. Box 874

Albany, NY 12201-0874

[information@nysreading.org](mailto:information@nysreading.org)

Phone/Fax: 518-434-4748

**Goal:** To honor one or more NYSRA reading councils for outstanding service to its community and literacy.

**Guidelines:**

- Each local reading council of NYSRA is eligible to apply for this award.
- Winners will be notified by January 15
- Recipients (or their representative) of the award will be invited to present at the Annual NYSRA Conference, to showcase their project. Use of visual, audio or printed materials is encouraged. Audio or video tapes for this presentation should not exceed 10 minutes.

**Selection Criteria:** The application will be judged based on five categories that are described in the Proposal Format.

**Proposal Format:**

- **Statement of Purpose and Objectives-** Provide a brief rationale for your project and list specific project goals. (20 points)
- **Procedures-** Specify the steps required to implement the program. (20 points)
- **Program Effectiveness-** Describe the anticipated project results. (30 points)
- **Involvement of Council Members-** Indicate the number of council member participants and describe their respective roles of activities. (10 points)
- **Replication-** Describe how others can implement your project. (10 points)

**Proposal Submission:**

Submit 5 copies of your proposal (maximum of 3 pages). Include a separate cover sheet with the following information: name of reading council, date submitted, project chair's name, address, phone number, e-mail address, and project title.

**Submit application to: NYSRA Conference Chairperson**

New York State Reading Association

NYSRA Professional Awards

P. O. Box 874

Albany, NY 12201-0874

[information@nysreading.org](mailto:information@nysreading.org)

Phone/Fax: 518-434-4748

**Please note the NYSRA Literacy Outreach Grant is not currently funded. We are currently in the process of finding a new sponsor. The Literacy Outreach Award will be presented in its place.**

**NYSRA Exemplary Reading  
Program Award**  
**Deadline: November 15**  
**Awarded Every Year**

**Contact: Exemplary Reading Program Award Chairperson**

New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)  
Phone/Fax: 518-434-4748

**Goals:** The program goals are: (1) to improve literacy in our society, (2) to recognize school staff who demonstrate excellence in reading and literacy programs, (3) to encourage the development and refinement of exemplary reading/language art programs, (4) to report to the public noteworthy efforts to improve reading/language arts, and (5) to disseminate specific information about high-quality programs so that other professionals can use it to improve their own instructional efforts.

**Criteria:**

- All public, private and parochial elementary and secondary schools are eligible for the award if the school has at least one IRA member.
- The school must apply with its entire reading program, not just one segment (i.e. Title I, resource room, library/media, teacher, one grade and the like).
- The application form must be fully completed, and signed by the chief school officer (e.g., superintendent).
- The winning program should serve as a model for other schools and teachers.
- A school receiving the award cannot apply again within a period of five years.

**The Award:**

- The award winning school will be invited to present at NYSRA's Annual Conference.
- The award winning school will receive a plaque from the Exemplary Reading Award committee.

**Application Procedures:**

- Applicants should complete the IRA Exemplary Program Award Application form.
- Completed applications should be mailed to the state contact by November 15.

- Applications should include a description of your program, applying specifically the guidelines listed below. The description may be in any order as long as all criteria are addressed.
- As part of the description, list the names and professional assignments of all those who were involved in completing the application.
- Applications should include evidence that:
  - (1) The reading program is consistent with sound theory and where applicable, appropriate research
  - (2) The reading facilitates student learning,
  - (3) Students have access to a wide variety of reading materials
  - (4) Students demonstrate success in reading,
  - (5) Comprehension strategies are taught in the reading program and applied in content areas
  - (6) Listening, speaking, viewing, and writing are being integrated into the reading program,
  - (7) Administrators provide leadership and vision for the building and/or district reading program,
  - (8) The school and/or district offers support services to the program,
  - (9) Literacy activities occur outside of school, and (10) the community is involved in the reading program.

**Judging:**

The Exemplary Reading Program Award committee, applying the criteria listed in the guidelines and using a standardized scoring procedure, will review all applications. Schools receiving a set point value will be visited by representatives of the New York State Exemplary Program Award committee for further evaluation.

Award winners will be notified by March 1.

**Submit application to: Exemplary Reading Program Chairperson**

New York State Reading Association  
 NYSRA Professional Awards  
 P. O. Box 874  
 Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)  
 Phone/Fax: 518-434-4748

# **Senator Donovan Memorial Scholarship**

**Deadline February 1**

**Awarded in Years Ending in 1,3,5,7,9  
(Reinstated in 2008)**

**Contact: NYSRA Headquarters  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: (518) 434-4748**

**Goals:** To select a graduate student specializing in literacy to receive a scholarship honoring the late Senator Donovan who promoted reading and parent education in New York State.

## **Guidelines:**

1. The \$500 scholarship will be awarded to a member of NYSRA pursuing a career in Literacy education who is currently enrolled in a graduate program.
2. A panel of judges will select the recipient based on an essay competition.
3. The essay topic will be announced in a separate flyer.
4. The essay is to be typed, double-spaced, and no more than three (3) pages in length.

## **Criteria:**

1. Essays will be judged on relevance of topic to assist a population in developing the literacy of children, adults, or community.
2. Essays will be judged on their implications for teaching.

**Send to:** NYSRA Headquarters  
P. O. Box 874  
Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)

# **NYSRA Elementary/Secondary Teacher of the Year Award**

**Deadline: February 1**

**Awarded in Years Ending in 1,3,5,7,9**

**Contact:** New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

**Goals:**

- To promote excellence in the field of literacy instruction in New York State.
- To recognize individuals who contribute to the improvement of literacy instruction in New York State.
- To recognize individuals who promote the importance of reading in the daily lives of children and adults.

**Guidelines:** See page 11 of this document.

**Criteria:**

- Is involved with the teaching of children in a classroom setting.
- Is recognized on a local level as an outstanding teacher of children.
- Is recognized as a supporter of NYSRA and its purposes

**Submit to:** New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

# **NYSRA Friend of Reading Award**

**Deadline: February 1**

**Awarded in Years Ending in 1,3,5,7,9**

**Contact:** New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

**Goals:**

- To promote excellence in the field of literacy instruction in New York State.
- To recognize individuals who contribute to the improvement of literacy instruction in New York State.
- To recognize individuals who promote the importance of reading in the daily lives of children and adults.

**Guidelines:** See page 11 of this document.

**Criteria:**

- Is noted for the promotion of the importance of reading in the daily lives of children and adults.
- Is recognized as a supporter of NYSRA and its purposes.

**Submit to:** New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

# NYSRA Reading Teacher of the Year Award

**Deadline: February 1**

**Awarded in Years Ending in 1,3,5,7,9**

**Contact:** New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

## **Goals:**

- To promote excellence in the field of literacy instruction in New York State.
- To recognize individuals who contribute to the improvement of literacy instruction in New York State.
- To recognize individuals who promote the importance of reading in the daily lives of children and adults.

**Guidelines:** See page 11 of this document.

## **Criteria:**

- Must be a certified Reading Teacher: teaching developmental, corrective and/or remedial reading or working as a reading resource person for the staff in one or more grades K – 12.
- Is recognized as outstanding in teaching effectiveness in the field of reading
- Is recognized as a supporter of NYSRA and its purposes

**Submit to:** New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

## **Nominating Procedures for**

- ❖ **NYSRA Elementary/Secondary Teacher of the Year Award**
- ❖ **NYSRA Friend of Reading Award**
- ❖ **NYSRA Reading Teacher Award**

1. Submit the following complete packet for each nominee. (Incomplete packets will not be accepted. Items exceeding the requirements will be excluded.)
  - a. Cover sheet with the following information in block style:
    - Full Name
    - Address
    - Telephone Number
    - Award for which nominated
    - Name of nominating council of committee
  - b. Typewritten letter from the nominating council or committee (of no more than two pages) discussing how the nominee fulfills the requirements for the award.
  - c. Vita/Resume (no more than 3-5 pages). We recommend you highlight the following areas in the vita:
    - Certification
    - Affiliation with NYSRA
    - Selected accomplishments
    - Recent publications/presentations (last 3 years)
    - Current job/teaching experiences (last 3 years)
  - d. 3 letters of recommendation (e.g., administrator, teacher, colleague)
2. The Professional Awards Committee Chairperson must receive Three (3) copies of the packet no later than February 1.
3. Persons may be nominated by more than one council, in which case, the second packet should only include items 1a and 1b.

**Submit applications to:** New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

# NYSRA Literature Mini-Grant

**Deadline: April 15**

**Awarded Every Year**

**Contact: Mini-Grant Chairperson**

[information@nysreading.org](mailto:information@nysreading.org)

## **Goals:**

- To grant small awards to teachers who are conducting programs emphasizing children's and young adult literature for further enhancement of these programs.
- To showcase model literature-based programs in New York State at the 2007 conference
- To publicize mini-grants, and in so doing, NYSRA's commitment to literacy.

## **Guidelines:**

- NYSRA mini-grants are designed to assist in the further development of children's or young adults' literature programs.
- Grants are available to classroom or reading teachers and librarians who are teaching in New York State and who are NYSRA members.
- An award of \$500 will be presented to an exemplary proposal.
- Recipients (or their representatives) of the grant must be present at the Annual NYSRA Conference to showcase their project.

## **Proposal Format:**

- **Statement of Purpose:** Provide a brief rationale for your program including the educational benefits to students. (10 points)
- **Objectives:** List specific program goals and any standards that might be addressed. (10 points)
- **Procedures:** Specify the steps in implementing the program. List student activities and authors or titles of children's literature to be used. (40 points)
- **Program Effectiveness:** Describe the results of the program. Include the outcome objectives and standards achieved. (30 points)
- **Replication:** How can your program be shared with others? (10 points)
- **Budget:** Specify how the grant money will be used. Be specific.
- **Format:** Submit three copies of your proposal, keeping it to a maximum of 3 pages. Include a cover sheet with your full name, business, home, email addresses and phone numbers.

**You do not need to request an application, follow the above format and submit it by April 15.**

**Submit application to: Mini-Grant Chairperson**

New York State Reading Association

NYSRA Professional Awards

P. O. Box 874

Albany, NY 12201-0874

Phone/Fax: 518-434-4748

[information@nysreading.org](mailto:information@nysreading.org)

# **NYSRA Richard L. Allington Research Grant**

**Deadline: May 15**  
**Awarded in Years Ending in 1,3,5,7,9**

**Contact:** NYSRA Headquarters  
P. O. Box 874  
Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)

## **Goals:**

- **To encourage the development of inquiry projects about the areas of reading, writing, and/or listening at levels K – 12.**
- **To showcase the present winner of the Allington Research Grant at the New York State Reading Association Annual Conference.**
- **To publicize the grant, and in so doing, NYSRA’s commitment to literacy.**

**Application Procedures: See attached forms.**

**Criteria: See attached forms.**

**Submit application to above address.**

**New York State Reading Association  
RICHARD L. ALLINGTON RESEARCH GRANT  
APPLICATION GUIDELINES**

**Grant Overview and Guidelines**

This award commemorates Dr. Richard L. Allington's many years of service to NYSRA, New York State educators, and the SUNY Albany community, where he is a professor emeritus. An internationally known researcher and scholar, Dr. Allington's most recent research, publications, and advocacy have explored effective literacy instruction for all children and the influences of educational policy on educational practice.

The purpose of the Richard L. Allington Research Grant is to support research that investigates effective literacy instruction for all children or the influences of educational policy on educational practice (specifically pertaining to literacy).

NYSRA will award a total of \$500 to one or more proposals which best: 1) exemplify the grant criteria, and 2) present well defined and organized inquiries which integrate literacy theories, policies, research, and practice.

**To be eligible, you must:**

- Present documentation of current membership in a local NYSRA council (i.e., membership card, letter written by council president or membership chairperson).
- Be currently or formerly employed as a New York State K-12 educator (classroom teacher, reading teacher, special area teacher, librarian, resource teacher, Title I teacher) full-time or permanent half-time or a faculty member of a New York State college or university (in a literacy education or related capacity).
- If your research will involve members of a school community, receive written consent from an appropriate school administrator, acknowledging district approval of your study (on front of proposal cover sheet). You and any co-researchers are solely responsible for meeting any district mandated project approval procedures.
- Receive written consent from all co-researchers (on back of proposal cover sheet).
- Agree to complete the study, disseminate your findings, and provide a brief final report to the RSC.

**Deadline:** Proposals must be **postmarked by May 15<sup>th</sup>**. Award will be presented at the NYSRA Annual Conference.

**Review Process:** Members of the RSC will evaluate proposals. Using a five point scale, the RCS will evaluate the clarity, organization, focus, significance, appropriateness, and feasibility of the "description of the inquiry" (rationale, literature review, methods, expected significance/contributions to the literacy field, dissemination, timeline) and budget.

## Application Procedures

Your completed application package must contain 5 copies of the following documentation. Please note that incomplete and/or late applications will not be reviewed):

- Proposal Cover Sheet
- Title and Summary sheet
- Description of the Inquiry
- Completion/Dissemination/Final Report agreement sheet
- Budget
- Proof of current local NYSRA council membership (i.e., photocopy of membership card)
- Two self-addressed and stamped business-size envelopes (for initial and final notification)

**Proposal Cover Sheet:** Complete all items on the cover sheet at the end of this packet. Be sure that the primary researcher, school administrator, and any co-researchers sign this sheet. Proposals without all signatures will not be reviewed. Do not write in the space at the top of the cover sheet.

**Title and Summary:** On this page, include the title, exactly as it appears on the cover sheet) and a summary of your inquiry (100 words maximum). Do not include any information that would identify your school district or any person connected with your project. You may use pseudonyms or terms such as “the researchers’ or “the third grade classroom.”

**Description of the Inquiry:** This section of the proposal is divided into six components: 1) Literature Review, 2) Project Rationale, 3) Methods, 4) Expected Significance/Contributions to the Literacy Field, 5)Dissemination, and 6) Project Timeline. This section should not exceed seven double-spaced, word-processed pages (12 point font, 1 inch margins).

**1) Literature Review:** Summarize the relevant professional literature on your topic. You should address the following:

- Examine no more than five peer-reviewed journal articles on your topic, preferably those published within the last five years. Attach a reference list of these articles, following guidelines in the Publication manual of the American Psychological Association (4th ed.).
- Summarize the findings and conclusions by issue across these articles. In other words, present what different researchers reported within on one aspect, then proceed to the next aspect.
- Conclude with a statement of how these articles relate to/inform your proposed topic and project.

**2) Project Rationale:** Provide a purpose and background for your inquiry. You should address the following:

- Specific question(s)/issue(s) you will address through this inquiry (limit to 2)
- How and why is this question(s)/issue(s) important to you?
- How is this question(s) informed by your review of the professional literature?
- How and why will you, your students, and the broader literacy education community benefit from the results of your inquiry?

3) **Methods:** Describe the method(s) you will employ to guide your inquiry. You should address the following:

- What types of data (i.e., documents, observations, video/audio recordings, journal entries) will you collect and how will you gather them?
- How will you obtain consent from all persons who will participate in this project?
- How will you protect participants' anonymity and confidentiality?
- How will you analyze your data? What possible ways might you look at and organize your data in ways that will inform research, theory, and practice?
- If you are working with co-researchers, explain how you will collaborate in gathering and analyzing your data.

4) **Expected Significance/Contributions to the Literacy Field:** Describe how and why you believe your inquiry is important to the literacy field. You should address the following.

- Explain how and why your inquiry will inform people about effective literacy instruction for all children and/or the influences of educational policy on educational practice.

5) **Dissemination:** Describe how you will share your findings with school and NSYRA colleagues (i.e., presentation at professional conference like NYSRA, workshops, journal articles). **Be specific.**

6) **Protect Timeline:** Create a calendar indicating how you expect your project to proceed, from start to finish. For example, list dates for data collection, data analysis, and information reporting/sharing.

#### **Completion/Dissemination/Final Report Agreement Sheet:**

Review and sign the agreements on the sheet at the end of this packet. By signing, you agree to complete the proposed project, to disseminate your findings to colleagues, and to compose and submit a final report to NYSRA's Research and Studies Committee.

#### **Guidelines for the Final Report:**

- Report your findings and results for each of the components outlined in the "Description of the Inquiry" section above. The report should be 2-3 double-spaced, word processed pages (1 inch margins). In the event that there are any unused grant funds, include a check for this amount and a written explanation. **Be sure to include the names of all project researchers and project title. Mail three (3) copies of this report to address on the proposal cover sheet within one year of your award date.**

**Budget:** The Research and Studies Committee has budgeted a total of \$500 for this grant. Depending on the number and quality of applications reviewed, one \$500 grant for several smaller grants may be awarded. Therefore, while you may request up to \$500, please be aware that you may only receive a portion of this amount if your proposal is accepted. Grant funds may be used for costs directly related to your research. Create and submit a table detailing your expected expenses in the following categories:

- Personnel: Release time (i.e., substitute teachers), assistants/support persons (i.e., clerical support, student helpers). The primary researcher or co-researchers may not compensate themselves.
- Materials/Office Supplies: Paper, photocopying, audio/video tapes, equipment rental fees, computer software, books.
- Travel: Expenses directly related to data collection, analysis, and dissemination, such as auto mileage, bus fare, etc. You may request up to \$200 of the \$500 to cover travel directly related to research dissemination (i.e. conference registration, auto/bus /plane tickets).
- Other: Itemize these expenses and include specific explanations of how these expenses directly support your research.
- Other funding sources: If you are applying or expect to apply to additional sources for funding (i.e., school district, other professional organizations, other supporters), list these sources, the funds expected, and the expenses you expect these funds to cover (i.e., your school may provide some materials/office supplies, travel funds).

**Proof of Current Local NYSRA Council membership:** The primary researcher must be a current member of a local NYSRA affiliated council. Include documentation with application materials (i.e., photocopy of membership card).

**Two self-addressed and stamped business-size envelopes:** The RSC will notify you by mail: 1) when your proposal has been received, and 2) with its decision regarding your proposed project.

For NYSRA RSC use:  
Proposal Number: Reviewer: \_\_\_\_\_  
New York State Reading Association  
Richard L. Allington Research Grant - \_\_\_\_\_ Award Year

**PROPOSAL COVER SHEET**

\*Primary Researcher: (list any co-researchers on next sheet)

Dr., Mr., Mrs., Ms., Miss: \_\_\_\_\_

\_\_\_\_\_  
(Last Name) (First Name) (Initial)

Institutional Affiliation:

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

Telephone:

(Home) \_\_\_\_\_ (Business) \_\_\_\_\_

E-mail: \_\_\_\_\_ Total Funds Requested: \_\_\_\_\_

(Maximum \$500)

**Title of Inquiry Project:** \_\_\_\_\_

Target Population/Grade level(s) of Inquiry:

\_\_\_\_\_

**Signature of Applicant:** \_\_\_\_\_ **Date** \_\_\_\_\_

(If you are conducting this inquiry at a school, you must have an appropriate school official sign below, indicating that you have met all district requirements for conducting the inquiry, including obtaining written consent and assent from all participants)

**Signature of School Official:** \_\_\_\_\_

Date \_\_\_\_\_

(Name and Title of School Official) \_\_\_\_\_

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

**Your completed application package must contain copies of the following documentation**

(Note: incomplete applications will not be reviewed):

- Proposal Cover Sheet (all sections completed)
- Title and Summary sheet
- Description of the Inquiry
- Completion/Dissemination/Final Report agreement sheet (signed and dated)
- Budget
- Proof of current local NYSRA council membership (i.e., photocopy of membership card)
- Two self-addressed and stamped business-size envelopes (for initial and final notification)

**Mail all application materials postmarked by May 15 to:**

NYSRA Headquarters  
P.O. Box 874  
Albany, NY 12201-0874

**Additional Researchers**

**\*NOTE: The Primary Researcher (PR) is responsible for securing co-researchers' written consent to participate in this project. The PR is also responsible for notifying all participants about the Research and Studies Committee's (RSC) decision about this research proposal, coordinating all aspects of the inquiry, managing expenses and records, and submitting the completed final report to the RSC by the due date.**

**Directions to Co-Researchers: Complete requested information. By signing, you acknowledge your consent to participate in the project proposed by the primary researcher.**

1. Dr., Mr., Mrs., Ms., Miss:

\_\_\_\_\_  
(Last Name) (First Name) (Initial)

Institutional Affiliation:

\_\_\_\_\_

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

2. Dr., Mr., Mrs., Ms., Miss:

\_\_\_\_\_  
(Last Name) (First Name) (Initial)

Institutional Affiliation:

\_\_\_\_\_

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

3. Dr., Mr., Mrs.,  
Ms., Miss:

\_\_\_\_\_  
(Last Name) (First Name) (Initial)

Institutional Affiliation:

\_\_\_\_\_

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

4. Dr., Mr., Mrs., Ms., Miss:

\_\_\_\_\_  
(Last Name) (First Name) (Initial)

Institutional Affiliation:

\_\_\_\_\_

Address:

**New York State Reading Association  
RICHARD L. ALLINGTON RESEARCH GRANT**

**Completion/Dissemination/Final Report Agreement**

In the event that NSYRA awards, and we accept, funding for the research project proposal herewith, we, the undersigned, agree to the following:

1. The proposed project will be conducted and completed within one calendar year from the grant award date.
2. Specific arrangements will be made to disseminate project findings to local and NYSRA colleagues in the form(s) of conference presentations, workshops, journal articles, or the like.
3. A final report, in adherence to the guidelines provided, will be submitted to the Research and Studies Committee within one calendar year from the grant award date.
4. Refund any unused grant funds to NYSRA within one calendar year from the award date.
5. In the event that this project is not completed, disseminated, and/or follow-up with a final report, the project researcher(s) agree to refund to NYSRA the entire grant amount awarded within one calendar year from the grant award date.

(Primary Researcher's  
SIGNATURE) \_\_\_\_\_ (Date) \_\_\_\_\_

(Co-Researcher's  
SIGNATURE) \_\_\_\_\_ (Date) \_\_\_\_\_

(Co-Researcher's  
SIGNATURE) \_\_\_\_\_ (Date) \_\_\_\_\_

(Co-Researcher's  
SIGNATURE) \_\_\_\_\_ (Date) \_\_\_\_\_

(Co-Researcher's  
SIGNATURE) \_\_\_\_\_ (Date) \_\_\_\_\_

(Co-Researcher's  
SIGNATURE) \_\_\_\_\_ (Date) \_\_\_\_\_

# NYSRA World Trade Center Memorial Award

**Dormant**

**Contact: To Be Announced.**

**Goal:** To honor the victims of the September 11, 2001 World Trade Center (WTC) tragedy by encouraging bias reduction literacy programs throughout New York State.

## **Criteria for the World Trade Center Memorial Award:**

- Applicants will have developed a comprehensive educational program to reduce ethnic bias, hate, bigotry and prejudice in our schools and communities.
- Applicants will have successfully implemented their bias reduction program on a school wide basis.
- Literacy is integrated into the bias reduction program so that reading, writing and the language arts are an integral part of its learning activities.
- Applicants must be a member(s) of the New York State Reading Association.

## **The Award:**

- A plaque indicating that the educator(s) has received this honor.
- Prominent placement of the bias reduction program in NYSRA's annual conference program so that other teachers and administrators will learn about it.

## **Application Procedures:**

1. Submit a cover sheet with the following information:
  - Full name(s)
  - Address
  - Telephone
  - E – mail
  - NYSRA council to which the educator(s) belongs
2. Submit a typed 3-page program description indicating the following:
  - Program name
  - Narrative summary of the program
  - Goals
  - Literacy activities
  - Number of grades and classrooms involved
  - Major accomplishments of the program
  - Supporting evidence of program success
3. Applicants must submit their program proposal to the review committee before July 1<sup>st</sup>.

## **Review Process:**

NYSRA's World Trade Center Memorial Committee will carefully review all program proposals and notify the award winner(s) by September 15<sup>th</sup>.

**Submit Application to:** NYSRA Headquarters  
P.O. Box 874  
Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)

# **NYSRA Membership Excellence Award**

**Deadline: July 15**  
**Awarded Every Year**

**Contact: NYSRA Membership Chairperson**

New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

## **Goals:**

- To create membership in NYSRA local councils, and the International Reading Association.
- To increase student membership in NYSRA and the International Reading Association.
- To grant an award to local councils recognizing their membership initiatives.

## **Guidelines:**

Each local council of NYSRA in good standing is eligible to apply for his award. The criteria must be met by July 15 for verification.

**Criteria:** (see application form)

**Submit application to: NYSRA Membership Chairperson**

New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax: 518-434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

# NYSRA Membership Excellence Award

**Application:**

**Council:** \_\_\_\_\_

**President's Name** \_\_\_\_\_

**Explanation:**

Each local council of the New York State Reading Association in good standing is eligible to apply for this award. The criteria must be met by June 30 and postmarked to NYSRA Membership Chairperson, New York State Reading Association, NYSRA Professional Awards, PO Box 874, Albany, NY 12201-0874 by July 15 for verification.

**Criteria:**

1. Twenty-five (25) **additional** new members or 5% increase in membership (whichever is fewer) from **June 30** of previous year to **June 30** of this year.

**OR**

Any council having received the NYSRA Membership Excellence Award for two consecutive years may meet this requirement by maintaining the number of members recorded by Headquarters at the end of June of the prior year. If the council's membership total decreases, the council will be required to fulfill the original criterion for membership increase for another two years.

Previous Year Membership Total \_\_\_\_\_

Current Year Membership Total \_\_\_\_\_

2. A member of the NYSRA Board of Directors must attend one council event or meeting during the year.

Date attended: \_\_\_\_\_ Signature of attendee: \_\_\_\_\_

3. At least one representative of the local council must attend a NYSRA Leadership Workshop during the current year (exclusive of those offered at the Assembly of Delegates meetings).

Date attended: \_\_\_\_\_ Signature of attendee: \_\_\_\_\_

4. The president or president's designee of the local council must attend (2) regional meeting other than one designated as a leadership workshop.

Signature of regional director: \_\_\_\_\_

(To be verified by NYSRA Headquarters)

5. Representation at a majority of Assembly of Delegates meetings.

(To be verified by NYSRA Headquarters)

# **NYSRA Council Service Awards**

**Deadline July 31**

**Awarded every year**

**Contact: Council Service Awards Chairperson**

New York State Reading Association

NYSRA Professional Awards

P. O. Box 874

Albany, NY 12201-0874

Phone/Fax: 518-434-4748

[information@nysreading.org](mailto:information@nysreading.org)

**Goals:**

1. To coordinate the preparation of the Council Service Awards to be presented at the NYSRA End of the Year Meeting.
2. To prepare and present at the NYSRA End of the Year Meeting an award for each person nominated by his/her reading council for outstanding service to the council.

**Guidelines:**

Each local council of NYSRA in good standing is eligible to nominate a recipient for this award. The criteria must be met by July 31 and postmarked by that date. Recipients of awards will be notified in August and given information for attending the Award's Reception at the September Delegates Assembly.

**Criteria:**

See next page for criteria and application form

**Submit application to: Council Service Awards Chairperson**

New York State Reading Association

NYSRA Professional Awards

P. O. Box 874

Albany, NY 12201-0874

Phone/Fax: 518-434-4748

[information@nysreading.org](mailto:information@nysreading.org)

## APPLICATION FOR NYSRA COUNCIL SERVICE AWARD

Council: \_\_\_\_\_

President's Name: \_\_\_\_\_

### EXPLANATION:

Each local council of NYSRA in good standing is eligible to nominate a recipient for this award. The criteria must be met by July 31 and postmarked by NYSRA by that date.

### CRITERIA:

The recipient of this award:

1. Must have been a member in good standing of the nominating council for at least five consecutive years (unless the council has been in existence for a lesser period).
2. Must have been continually active in local council activities.
3. Must have made significant contributions to local council programs.
4. Must be a staunch supporter of the goals of the New York State Reading Association.

### NAME OF AWARD RECIPIENT:

\_\_\_\_\_

### MAILING ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

### RETURN TO: Council Service Awards Chairperson

New York State Reading Association

NYSRA Professional Awards

P. O. Box 874

Albany, NY 12201-0874

Phone/Fax: 518-434-4748

[information@nysreading.org](mailto:information@nysreading.org)

**DEADLINE:** July 31

# NYSRA Professional Awards

**Deadline: February 1**  
**Years ending in 0,2,4,6,8,**

**Contact:** New York State Reading Association  
P.O. Box 874  
Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)

## **Goals:**

- To promote excellence in the field of literacy instruction in New York State.
- To recognize individuals who contribute to the improvement of literacy instruction in New York State.
- To recognize individuals who promote the importance of reading in the daily lives of children and adults.

## **Criteria:**

### **The Library/Media Specialist nominee:**

- Is a certified Library/Media Specialist working with students in one or more grade levels, K-12.
- Is recognized as outstanding for contributions to the field of reading.
- Is recognized as a supporter of NYSRA and its purposes.

### **The Reading Educator nominee:**

- Has made significant contributions in the field of reading, i.e. newspaper, research, years of service, exceptional council service, or an outstanding contribution as a teacher.
- Is primarily involved in the education and /or staff development of teachers. This involvement is in the field of reading.
- Is recognized as a supporter of NYSRA and its purposes.

### **The Reading Administrator/Supervisor nominee:**

- Is actively involved in supervision of reading via the classroom/reading teachers.
- Positively impacts the instruction of reading.
- Is recognized as a supporter of NYSRA and its purposes.

## **Nominating Procedures:**

**1.** Submit the following complete packet for each nominee. (Incomplete packets will not be accepted. Items exceeding the requirements will be excluded.)

- a. Cover sheet with the following information in block style:
    - Full Name
    - Address
    - Telephone Number
    - Award for which nominated
    - Name of nominating council of committee
  - b. Typewritten letter from the nominating council or committee (of no more than two pages) discussing how the nominee fulfills the requirements for the award.
  - c. Vita/Resume (no more than 3-5 pages). We recommend you highlight the following areas in the vita:
    - Certification
    - Affiliation with NYSRA
    - Selected accomplishments
    - Recent publications/presentations (last 3 years)
    - Current job/teaching experiences (last 3 years)
  - d. 3 letters of recommendation (e.g., administrator, teacher, colleague)
4. The Professional Awards Committee Chairperson must receive Three (3) copies of the packet no later than February 1.
5. Persons may be nominated by more than one council, in which case, the second packet should only include items 1a and 1b.

**Submit applications to:** New York State Reading Association  
NYSRA Professional Awards  
P. O. Box 874  
Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)  
Phone/Fax: 518-434-4748

# NYSRA Charlotte Award Ballot

**Deadline: April 15**  
**Years ending in 0,2,4,6,8**

**Contact: Charlotte Awards Chairperson**

New York State Reading Association  
P.O. Box 874  
Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)

Named for the main character in E.B. White’s Charlotte’s Web, the purpose of the Charlotte Award is to encourage students to read outstanding literature and ultimately become life-long readers. Additionally, the award recognizes the authors and illustrators of such literature. Students in New York State read titles on the ballot and vote for their favorites. Votes will be tallied and winners will receive their awards at the Annual Statewide Conference in the upcoming year.

**VOTING REQUIREMENTS:**

1. Students may read the books themselves, or have the books read to them to become qualified voters.
2. Students are encouraged to read all titles in a category, but it is not a requirement. Students may read books in more than one category.
3. Each reader is entitled to one vote in one or more categories.
4. An adult in a classroom or library setting must monitor voting procedures, and should submit one ballot from each participating classroom or library.

**SUGGESTIONS FOR CHARLOTTE AWARD PARTICIPATION:**

- Visit the website, [www.nysreading.org](http://www.nysreading.org), for a ballot and brief plot summaries of each title: primary, intermediate, young adult
- Use the books in your school’s “morning program”
- Display the books in a special spot in the library; tally votes on a display chart
- Start a “Charlotte Award Club” for students
- Ask your parent organization to help purchase the books
- Use the titles in your PARP program
- Have older students read aloud to younger ones
- Create a “Charlotte Award” shelf in the library with past winners (see NYSRA’s website)

**MAIL THIS PAGE AND BALLOT TO:** New York State Charlotte Award Chairperson  
(see official ballot on our website under Charlotte Awards)

ENVELOPES WITH BALLOTS MUST BE POSTMARKED NO LATER THAN APRIL 15.

Adult in charge: \_\_\_\_\_

School/Library: \_\_\_\_\_

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

**If you would like a copy of the results, send a self-addressed, stamped envelope with your ballot.**

# NYSRA Literacy Advocate Award

**Deadline April 15**

**Years ending in 0,2,4,6,8**

**Contact:** NYSRA Headquarters  
P. O. Box 874  
Albany, NY 12201-0874  
Phone/Fax (518) 434-4748  
[information@nysreading.org](mailto:information@nysreading.org)

## **Goals:**

- To recognize an organization, institution or individual having made a significant contribution to the New York State literacy effort.
- To follow IRA's "strong suggestion that eligibility to receive the award be open to all segments of the state/province – and not just to those who hold membership in the organization."

## **Guidelines:**

1. Complete cover sheet.
2. Submit a clearly written and prepared letter detailing why the nominee deserves this recognition and which answers the question: "How does this nominee advocate literacy above and beyond his or her position?"
3. Mail the cover sheet and supporting letter by the deadline.

## **Criteria: The Literacy Advocate Award nominee:**

- Demonstrates leadership and superiority through the nature of his or her work
- Makes significant contributions to literacy through media, publications, research, presentations and /or legislation
- Contributes work that has breadth, depth, and far-reaching influence

**Submit application to:** NYSRA Headquarters  
P. O. Box 874  
Albany, NY 12201-0874  
[information@nysreading.org](mailto:information@nysreading.org)

**NYSRA Literacy Advocate Award Nomination  
Cover Sheet**

I (we) hereby nominate \_\_\_\_\_  
For the Literacy Advocate Award for outstanding contributions to literacy in New York State.

Name of Nominator(s) \_\_\_\_\_

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

\_\_\_\_\_

Telephone: Work \_\_\_\_\_

Home \_\_\_\_\_

Name of Nominee \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone: Work \_\_\_\_\_

Home \_\_\_\_\_

Nominee's Present Position: \_\_\_\_\_

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Please submit a letter with this cover sheet detailing why you believe your nominee demonstrates the criteria to receive this Literacy Advocate Award. Please type your response on a separate sheet(s) and send to:

NYSRA

Headquarters

P. O. Box 874

Albany, NY 12201-0874

[information@nysreading.org](mailto:information@nysreading.org)

Date Due:

April 15

# International Reading Association Honor Council Award

**Deadline: October 15 (letter of intent)**

**March 1 (documentation)**

**Awarded Every year**

**Contact:** Council Program Associate  
[councils@reading.org](mailto:councils@reading.org)

## **Goal:**

This award, given annually by the International Reading Association, recognizes local and special interest councils that organize and conduct well-rounded programs serving the council members, the community, the state association, and the International Reading Association.

## **Guidelines:**

- Each local council president was given a binder with the necessary guidelines and application forms.
- Contact the International Reading Association for additional information about the Honor Council Packet. A copy of the guidelines and application forms may be copied in PDF format from the IRA website, [www.reading.org](http://www.reading.org)

**Criteria:** Available in the materials sent by IRA

**Submit application to:** International Reading Association  
Honor Council Program  
800 Barksdale Road  
P. O. Box 8139  
Newark, DE 19714-8139  
Phone: (302) 731-1600 ext. 237  
Fax: (302) 731-1057

# **International Reading Association Exemplary Reading Program Award**

**Deadline: November 15**

**Awarded Every Year**

Contact: Exemplary Reading Program Award  
International Reading Association  
800 Barksdale Road, PO Box 8139  
Newark, DE 19714-8139, USA

## **Goal:**

This International Reading Association Award recognizes outstanding reading and language arts programs at all grade levels (K-12). Its purpose is to call the public's attention to outstanding programs in schools throughout North America.

## **Guidelines:**

- Each local council president was given a binder with the necessary guidelines and application forms.
- Contact the International Reading Association for additional information about this award. A copy of the guidelines and application forms may be copied in PDF format from the IRA website, [www.reading.org](http://www.reading.org)

**Criteria:** Available in the materials sent by IRA

**Send to:** International Reading Association  
Exemplary Reading Program  
800 Barksdale Road  
P. O. Box 8139  
Newark, DE 19714-8139

**Visit:**

**[http://reading.org/association/awards/  
alphabetical.html](http://reading.org/association/awards/alphabetical.html)**

**for other awards and grants sponsored**

**by the**

**International**

**Reading**

**Association**