



**NEW YORK STATE  
READING  
ASSOCIATION**  
Chartered by the International Reading Association

# **Awards Packet 2003-2004**

September 2003

# Awards Packet

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# Awards Calendar<sup>1</sup>

Adopted 12/94, Updated 6/98, Updated 5/00, Updated 6/01, Updated 5/03

## Program Years Ending 0, 2, 4, 6, 8<sup>2</sup>

IRA Honor Council	Application Due	Awarded
	10/15/03 Intent	IRA Conference & NYSRA AOD
	3/1/04 Docs Due	NYSRA Conference
Literacy Outreach Award	11/1/03	NYSRA Conference
NYSRA Exemplary Reading Program Award	11/15/03	NYSRA Conference
IRA Exemplary Reading Program Award	11/15/03	IRA Conference
IRA Presidential Award for Reading/Technology	11/15/03	IRA Conference
NYSRA Library/Media Specialist Award	2/1/04	NYSRA Conference
NYSRA Reading Educator Award	2/1/04	NYSRA Conference
NYSRA Reading Supervisor/Administrator Award	2/1/04	NYSRA Conference
NYSRA Charlotte Award	4/1/04	NYSRA Conference
NYSRA Council Service Award	4/1/04	NYSRA Fall AOD
NYSRA Literacy Advocate Award	4/15/04	NYSRA Conference
NYSRA Literature Mini-grant	4/15/04	NYSRA Conference
NYSRA Teacher Research Award	5/15/04	NYSRA Conference
World Trade Center Memorial	7/1/04	NYSRA Conference
NYSRA Membership Excellence Award	7/15/04	NYSRA Fall AOD

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

IRA Honor Council	Application Due	Awarded
	10/15/04 Intent	IRA Conference & NYSRA AOD
	3/1/05 Docs Due	NYSRA Conference
Literacy Outreach Award	11/1/04	NYSRA Conference
NYSRA Exemplary Reading Program Award	11/15/04	NYSRA Conference
IRA Exemplary Reading Program Award	11/15/04	IRA Conference
IRA Presidential Award for Reading/Technology	11/15/04	IRA Conference
NYSRA Senator Donovan Memorial Scholarship	1/15/05	NSYRA End of Year Meeting
NYSRA Elementary/Secondary Teacher of the Year	2/1/05	NYSRA Conference
NYSRA Friend of Reading Award	2/1/05	NYSRA Conference
NYSRA Reading Teacher of the Year Award	2/1/05	NYSRA Conference
NYSRA Council Service Award	4/1/05	NYSRA Fall AOD
NYSRA Literature Based Mini Grant	4/15/05	NYSRA Conference
NYSRA Children's Choices	5/1/05	NYSRA End of Year Meeting
NYSRA Richard L. Allington Research Grant	5/15/05	NYSRA Conference
World Trade Center Memorial	7/1/05	NYSRA Conference
NYSRA Membership Excellence Award	7/15/05	NYSRA Fall AOD

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

<sup>2</sup> This list applies to the 2003-2004 program year.

# NYSRA Literacy Outreach Grant

**Deadline: November 1, 2003**

**Contact:** Victoria Ring  
(H) (631) 244-8097 or 244-3054  
e-mail: [vring@bufsd.org](mailto:vring@bufsd.org)

**Goal:** To award a grant to one or more NYSRA reading councils so they can further finance an outstanding literacy service project or sponsor one.

## **Guidelines:**

- Each local reading council of NYSRA is eligible to apply for this award.
- An award of up to \$500 will be presented.
- Winners will be notified by January 15, 2004.
- Recipients (or their representative) of the grant must be present at the Fall 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 six 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 or activities. (10 points)
- **Replication**- Describe how others can implement your project. (10 points)
- **Budget**- Provide an itemized budget of anticipated expenses and specifically address how the grant monies will be used. (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, and e-mail address, project title, and the amount of funds being requested.

**Submit applications to:** Victoria Ring  
P.O. Box 58  
Oakdale, NY 11769

# NYSRA Exemplary Reading Program Award

Deadline: November 15, 2003

**Contact:** Edith Brooks

**Objectives:** The program objectives are: (1) to improve literacy in our society, (2) to recognize school staffs 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 present at NYSRA's fall conference.
- The award winning school will receive a plaque from the Exemplary Reading Program Award committee.

**Application Procedures:**

- Applicants should complete the IRA Exemplary Program Award Application form.
- Completed applications should be mailed to the state contact by June 15, 2004.
- 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:**

All applications will be reviewed by the Exemplary Reading Program Award committee, applying the criteria listed in the guidelines and using a standardized scoring procedure. 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, 2004.

**Submit applications to:** Edith Brooks  
P.O. Box 471  
New York, NY 10039

# NYSRA Professional Awards

**Deadline: February 1, 2004**

**Contact:** Kelly Chandler-Olcott  
(O) (315) 443-5183  
(H) (315) 637-6653

**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 or 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 experience (last 3 years)
  - d. **One photo of the nominee suitable for NYSRA's annual conference program** (no snapshots please). The photo will be held by the committee chair.
  - e. 3 letters of recommendation (e.g., administrator, teacher, colleague)
2. Ten (10) copies of the packet must be received by the Professional Awards Committee Chairperson no later than **February 1, 2004**.
  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:** Kelly Chandler-Olcott  
Syracuse University  
200 Huntington Hall  
Syracuse, NY 13244

# NYSRA Charlotte Award Ballot

**Deadline: April 1, 2004**

**CONTACT:** Debbie Dermady, Chairperson  
(315) 654-4643 or (315) 686-5578  
e-mail: [bad8251@twcny.rr.com](mailto:bad8251@twcny.rr.com), or [ddermady@1000islandsschools.org](mailto:ddermady@1000islandsschools.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 38th Annual Statewide Conference in November 2004.

## **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  
Attn: Debbie Dermady  
Guardino Elementary School  
600 High Street  
Clayton, NY 13624

**ENVELOPES WITH BALLOTS MUST BE POSTMARKED NO LATER THAN APRIL 1, 2004.**

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 Council Service Awards

**Deadline: April 1, 2004**

**Contact:** Lawrence Kline  
223 Homewood Drive  
Clinton, NY 13323  
(H) (315) 853-4923  
email: [kliner@adelphia.net](mailto:kliner@adelphia.net)

**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 April 1, 2004 and postmarked by that date.

**Criteria:**

See next page for criteria and application form

**Submit application to:** Lawrence Kline  
223 Homewood Drive  
Clinton, NY 13323  
(H) (315) 853-4923  
email: [kliner@adelphia.net](mailto:kliner@adelphia.net)

## 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 April 1, 2004 and postmarked to 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:** Lawrence Kline  
223 Homewood Drive  
Clinton, NY 13323

**DEADLINE:** April 1, 2004

# NYSRA Literacy Advocate Award

**Deadline: April 15, 2004**

**Contact:** NYSRA Headquarters  
99 Pine St.  
Albany, NY 12207  
Phone/Fax (518) 434-4748  
nysra@capital.net

**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  
99 Pine St.  
Albany, NY 12207  
Phone/Fax (518) 434-4748  
nysra@capital.net

**NYSRA Literacy Advocate Award Nomination**

**Cover Sheet**

I (we) hereby nominate \_\_\_\_\_  
For the 2003 – 2004 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  
99 Pine St.  
Albany, NY 12207  
Phone/Fax (518) 434-4748  
nysra@capital.net

Date due: April 15, 2004

# NYSRA Literature Mini-grants

**Deadline: April 15, 2004**

**Contact:** Alice Sample

**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 2004 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 \$300 will be presented to an exemplary proposal.
- Recipients (or their representative) of the grant must be present at the NYSRA Conference in 2004 to showcase their project.

**Proposal Format:**

1. **Statement of Purpose:** Provide a brief rationale for your program, including the educational benefits to students. (10 points)
2. **Objectives:** List specific program goals and any standards that might be addressed. (10 points)
3. **Procedures:** Specify the steps in implementing the program. List student activities and authors or titles of children's literature to be used. (40 points)
4. **Program Effectiveness:** Describe the results of the program. Include the outcome objectives and Standards achieved. (30 points)
5. **Replication:** How can your program be shared with others. (10 points)
6. **Budget:** Specify how the grant money will be used. *Be specific.*
7. **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, and email addresses, and phone numbers.

**Submit applications to:** Alice Sample  
7 Breezy Point Lane  
Plattsburgh, NY 12901  
(518) 561-4213  
[craig.sample@plattsburgh.edu](mailto:craig.sample@plattsburgh.edu)

# NYSRA Teacher Research Grant

**Deadline: May 15, 2004**

**Contact:** Cathy March  
(H) (716) 439-1992  
e-mail: [cathread@aol.com](mailto:cathread@aol.com)

**Goals:**

- To encourage the development of inquiry projects about the areas of reading, writing, speaking, and/or listening at levels K-12.
- To showcase the present winner of the teacher research grant in New York State at Conference 2004.
- To publicize the grant, and in so doing, NYSRA's commitment to literacy.

**Nominating Procedures:** See attached forms.

**Criteria:** See attached forms.

**Submit applications to:** Cathy March  
6801 A Lilac St.  
Lockport, NY 14094-6824  
(H) (716) 439-1992  
[cathread@aol.com](mailto:cathread@aol.com)

**New York State Reading Association  
TEACHER RESEARCH GRANT  
APPLICATION GUIDELINES FOR THE 2004 AWARD YEAR**

**Grant Overview and Guidelines**

The Research and Studies Committee (RSC) of The New York State Reading Association (NYSRA) is pleased to announce the fifth annual Teacher Research Grant program designed for New York State K-12 educators. The grant will support teacher inquiry into effective literacy teaching and learning practices.

The RSC will award a total of \$500 to one or more proposals which best: 1) exemplify the grant criteria, and 2) present well defined, organized, and practical literacy inquiries. The grant is intended to support inquiry into such topics as: integrated curriculum, literature discussions, multicultural education, inclusion practices, language arts standards, links between literacy instruction and literacy assessment, integrating literacy and technology. These topics are not exhaustive; therefore, you are encouraged to develop your own topic to match the specific needs of your inquiry.

**Eligibility.** To be eligible, you must:

- Present documentation of current member of a local NYSRA council (i.e., membership card, letter written by council president or membership chairperson).
- Be currently employed as a New York State K-12 educator (classroom teacher, reading teacher, special area teacher, librarians, resource teachers, Title I teachers), full-time or permanent half-time.
- 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, 2004**. Award will be presented at the NYSRA Conference in November 2004 in New York, NY.

**Review Process.** Proposals will be evaluated by members of the RSC. Using a five-point scale, the RSC will evaluate the clarity, organization, focus, significance, appropriateness, and feasibility of the "description of the inquiry" (rationale, methods, dissemination, timeline) and budget outline.

**Application Process**

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 four sections: 1) *Rationale*, 2) *Methods*, 3) *Dissemination*, and 4) *Project Timeline*. This section should not exceed four double-spaced, word-processed pages (12 point font, 1 inch margins). **Be sure that some aspect(s) of literacy is the major focus of your inquiry!**

1. *Rationale.* Provide a purpose and background for your inquiry. You should address the following:
  - The teaching context (target population, school setting, community, classroom environment)
  - 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? Include what you already know about the question(s)/issue(s) that will inform your inquiry.
  - How and why will you, your students, and the broader school community benefit from the results of your inquiry?
2. *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 adult consent and student assent to participate in this project (for projects involving children, you must obtain permission from both the child and parent)?
  - How will you protect students' 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.
3. *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.**
4. *Project 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 project you propose which is supported by NYSRA funds, 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 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 or several smaller grants may 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 funders), 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.

**New York State Reading Association  
TEACHER RESEARCH GRANT  
2004 AWARD YEAR**

**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.

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(Primary Researcher's SIGNATURE) (Date)

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(Co-Researcher's SIGNATURE) (Date)

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(Co-Researcher's SIGNATURE) (Date)

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(Co-Researcher's SIGNATURE) (Date)

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(Co-Researcher's SIGNATURE) (Date)

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(Co-Researcher's SIGNATURE) (Date)

Proposal Number: \_\_\_\_\_

Reviewer: \_\_\_\_\_

**New York State Reading Association  
Teacher Research Grant—2004 Award Year**

**PROPOSAL COVER SHEET**

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

**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 Number)

Your completed application package must contain **5 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, 2004** to:

**Cathy March  
NSYRA Teacher Research Grant  
6801 Lilac Drive  
Lockport, NY 14094  
(716) 439-1992**

### 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:** \_\_\_\_\_

# NYSRA World Trade Center Memorial Award

**Deadline: July 1, 2004**

**Contact:** Denise Maggio  
101 Simmons Dr.  
East Islip, NY 11730  
(631) 277-0647

**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.
- Conference registration (limit of three) will be paid by NYSRA.

## **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 1st.

**Review Process:**

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

**Submit Application to:** Denise Maggio  
101 Simmons Drive  
East Islip, NY 11730

# NYSRA Membership Excellence Award

Deadline: July 15, 2004

**Contact:** Janice Peters  
(H) (315) 287-1687  
e-mail: [janpeter@twcny.rr.com](mailto:janpeter@twcny.rr.com)

NYSRA Membership Chairperson

## **Goals:**

- To promote 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 this award. The criteria must be met by July 15, 2004 for verification.

**Criteria:** (see application form)

**Submit application to:** Janice Peters, NYSRA Membership Chairperson  
191 Clinton St.  
Gouverneur, NY 13642  
[janpeter@twcny.rr.com](mailto:janpeter@twcny.rr.com)

# 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, 2004 and postmarked to Janice Peters, 191 Clinton St., Gouverneur, NY 13642 by July 15, 2004 for verification.

### Criteria:

1. Twenty-five (25) **additional** new members or 5% increase in membership (whichever is fewer) from **June 30, 2003** of previous year to **June 30, 2004** 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.

2002-2003 Membership Total: \_\_\_\_\_

2003-2004 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 the 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 the Attendee: \_\_\_\_\_

- 4. The president or president's designee of the local council must attend two (2) regional meetings 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)

# International Reading Association Honor Council Award

**Deadline: October 15, 2003** (letter of intent)

**March 1, 2004** (documentation)

**Contact:** Lori Martin Copson  
(302) 731-1600  
(800) 336-READ  
E-mail: [lcopson@reading.org](mailto:lcopson@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, 2003

**Contact:** Shirley Morton  
Phone: 302-731-1600, ext. 236  
E-mail: [smorton@reading.org](mailto:smorton@reading.org)

**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  
800 Barksdale Road  
P. O. Box 8139  
Newark, DE 19714-8139

# IRA Presidential Award for Reading and Technology

**Contact:** Executive Office  
International Reading Association  
PO Box 8139  
Newark, DE 19714-8139, USA  
Phone 302-731-1600, ext. 221  
Fax 302-731-1057.

The IRA Presidential Award for Reading and Technology will not be given in 2004. We are currently is discussions with a new sponsor and hope to present the award in 2005.