

MONTANA STATE READING COUNCIL

CREATIVE ASSISTANCE GRANT APPLICATION

The Montana State Reading Council will award a maximum of \$10,000 to a local reading council or councils. This grant is to encourage local councils to undertake a project that will promote literacy throughout their community.

1. **Need for project:** (20 points) State the need for the project/activity. (Maximum of one double-spaced page)
2. **Goals and objectives:** (10 points) What are the overall goals and objectives of the activity(s). Objectives should be measurable and have assessment in place. (Maximum of one double-spaced page)
3. **Activity(s):** (30 points) What activities will be undertaken and how will they **promote literacy in the community and/or school**. Also include a timeline of events. All activities should relate to an objective. (Maximum of two double-spaced pages)
4. **Evaluation:** (10 points) How will the activity(s) be assessed for success. (Maximum of one double-spaced page)
5. **Budget:** (5 points) Provide a budget outlining how the expenditures will promote literacy in the council area.

Applications are due **by January 15** to:

Vickie Swander
Creative Assistance Chair
3429 Winchell Lane
Billings, MT 59102

vrswander@bresnan.net Home: 406-656-8533 Cell: 406-208-2245

The Montana State Reading Council executive committee will score all applications during the spring meeting. Successful applicants will be notified **by May 1**.

The Executive committee of MSRC reserves the right to split funds among one or more applications of equal merit. Based on the merit of applications complete, partial or no funding may be awarded. All applications must be submitted by an active local council that has submitted officer reports to the IRA Coordinator for the year of the application and had at least one member attend MSRC summer leadership during the year of the application.

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PLEASE NOTE:

- An electronic version (Microsoft Word) of this document is available by contacting Jerry Guay, IRA Coordinator at: theguays@cablmt.net.
- Applications for equipment such as computers will be closely scrutinized for relationship to goals and objectives. Any individual equipment purchase over \$500 will become the property of the Montana State Reading Council.
- **All grantees must agree to serve on the Creative Assistance committee for two years.**
- **All grantees must submit an article about their project to the Montana State Reading Journal.**
- **All grantees must agree to present their project at the Montana State Reading Conference.**

Cover Sheet (must be attached to application)

Project Title: _____

Council Name: _____

Contact Person: _____

Address: _____ City/Zip _____

Email: _____ Phone: _____

Signature of local council president: _____

Date: _____

Attach ABSTRACT OF PROPOSED PROJECT (up to one double-spaced page)