NARRATIVE LCSD PROFESSIONAL DEVELOPMENT GRANT

Directions
Narratives are expected to follow these guidelines:
• Typed, Times New Roman, 12 point font
• Include each heading with number in bold type before each response
1. Introduction
   Type the following information in a bulleted list:
   • Program / Plan title
   • Curriculum area(s)
   • Grade level(s)

2. NYS Professional Development Standard
   State the NYS Professional Development Standard chosen as the focus. Include the number, title, and descriptor of standard and number and descriptor of indicator. Only one standard needs to be addressed; however, you may state more than one standard.

3. NYS Learning Standards and/or Common Core Learning Standards
   State the NYS Learning Standard(s) that is(are) directly related to what you want your students to achieve. Include in the standard: area, number, title, and descriptor.

4. Job Correlation
   State how participation in this educational program / plan directly relates to your current assignment.

5. Program Description
   Using the bulleted items as subheadings, provide a description of the program being proposed.
   A. Purpose - What is the purpose of the proposed program?
   B. Instructional Impact - How does this program / plan impact your instruction?
   C. Relationship to personal professional development goals - How does this program / plan impact your professional growth?

6. Student or Participant Outcomes
   Identify outcomes for the students or participants participating in the program / plan.
   What do you anticipate students or participants will learn as a result of this program? How will you implement this in your area of expertise?

7. Process
   Provide a detailed plan for the following phases of the program / plan:
   A. Implementation - How will you implement this in your classroom? What will your students or participants be doing?
   B. Assessment - How will you assess the outcomes?
   C. Dissemination - How will you formally share the results of your professional experience with colleagues?

8. Budget - to reflect $2,500 maximum
   Budget Table - In a table, itemize anticipated budget expenditures in whole dollar amounts per item for registration, travel, mileage, lodging, meals/tips, and other expenses. Include the cost per item, quantity, and total cost per item. Calculate budget total. * Lodging. * Meals cannot exceed $50 a day including 15% gratuities: breakfast $10, lunch $15, dinner $25 (see Superintendent's Regulation Conference & Travel Guidelines for District Employees).

Submit all documents to the ULFA office (Judy Morningstar) by April 1, 2019.