



Application Form

A. Filing Procedure

This application must be completed as a fillable PDF form and submitted to the local conference office of education prior to January 20. Approval by the principal and local school board must be granted before it is submitted. (See Section D.)

B. General Information

1. Type of grant requested

a) Individual Group School

b) If group, list names _____

2. Title of proposed activity _____

3. Name of person completing form _____

4. What is your current teaching assignment (grades and/or subjects) _____

5. School _____ Principal _____

6. School address _____

7. Contact phone _____

8. Conference _____ Superintendent _____

C. Statement of Responsibility

I understand that if this proposal is selected, the monetary grant must be used for the proposed educational activity. I hereby agree that if the proposed activity cannot be completed, all grant funds will be returned to the North Pacific Union Conference Office of Education.

Date _____

Signature _____

D. Approval of Proposed Activity

1. Principal approval _____ Date _____

2. School board approval _____ Date _____

3. Conference approval _____ Date _____

E. Description of Activity

Give a concise description of the proposed educational activity.

F. Implementation Plan of Activity

Include a plan of action and a time line for activity.

G. Rationale and Objectives of Activity

(This may include rationale, purpose, goals, objectives, and expected educational benefits to students, other educators and yourself.)

H. Sharing of Activity

Describe how this activity will be shared. (Ideas could include the following: video, exhibition, in-service presentation, article for publication, teaching kit, etc.)

I. Budget for Activity

1. Itemized expenses

(NOTE: A. Expenses may include the following: transportation, lodging, meals, tuition, registration fees, books, equipment, etc.

B. Analyzing our Don Keele history, the average amount given per applicant has been \$2,048. Therefore we would encourage the participants to submit requests for no higher than \$3,000.)

2. Identify other sources of income or support, if any (i.e. donations, grants, etc.).

3. Total amount requested \$_____

(Expenses exceeding the award need to be planned for before the activity occurs.)

Excellence in Education Criteria

Criteria used by the Don Keele Excellence in Education selection committee:

1. Impact on students and educators (local)
2. Innovation and creativity (novel instructional strategies)
3. Something from which other teachers can benefit (global)
4. Improvement of SDA education (public perception)
5. If the recipient were to make a presentation at a convention, would their session be one you would want to attend?

Purpose

The *Don Keele Excellence in Education Award* has been established to recognize excellence in teaching, to encourage educators in their quest for professional growth, to promote innovation and creativity, and to demonstrate an appreciation of educators by supporting their ideas. Through this grant the professional skills of educators will be enhanced; the lives of students will be improved; and collaboration between educators, schools, conferences, and the union will be encouraged.

The North Pacific Union Conference Board of Education has established this grant as an additional dimension in recognizing excellence in education.

Criteria for Application Approval

Approval will be based on:

1. The educational impact on students.
2. The innovation and creativity of the proposed activity.
3. The benefit to other educators.
4. The improvement of Adventist education.

Who May Apply

Grants will be awarded to individual educators, educator groups, or individual schools. There is no limit to the number of educators who may apply from each conference. There is no limit to the number of proposals submitted by any one person, group, or school. An educator who has received this award must wait three full years before applying again (e.g., an award is given during the spring of the 2013-2014 school year, the applicant is eligible for the 2017-2018 school year).

Eligibility Requirements

In order to be eligible to receive this award a person must be a certificated, full-time educator in a K-12 Seventh-day Adventist school located within the North Pacific Union Conference.

Award Amount

The amount of the *Don Keele Excellence in Education Award* will be based on the merit of the request. Local school boards and conferences may choose to give additional financial support to projects.

Application Procedures

- ◆ Applicants are encouraged to present their ideas to their principal and school board, but not required.
- ◆ Applicants will submit completed applications to their local conferences by January 18
- ◆ The local conference will verify eligibility and forward applications to the NPUC Office of Education by January 31 for consideration by the Selection Committee.
- ◆ The NPUC Selection Committee will award grants to the qualifying applicants.

Examples of Activities

- ◆ Creative/innovative curriculum projects
- ◆ Special professional growth opportunities
- ◆ Development of school-wide programs
- ◆ Activities that integrate faith and learning
- ◆ Innovative/unique teacher educational trips
- ◆ Outreach projects
- ◆ Innovative uses of technology

Selection Committee

The selection committee will be composed of NPUC K-12 educators.

Evaluation and Follow-up

Award recipients will be expected to submit written summaries about their experiences or activities to their local conferences. A copy of each summary will be forwarded to the NPUC Office of Education.

Sharing

All award recipients will be expected to share their experiences or activities through either videos, exhibitions, In--Service presentations, articles in professional journals, articles in conference publications or local newspapers, teaching kits, etc.

Don R. Keele

Don R. Keele was Director of Education for the North Pacific Union Conference of Seventh-day Adventists from 1989 until the time of his death from cancer in April, 1996. He was a much-loved Adventist educator who began his service as manager of an academy laundry and assistant dean after graduating from Southern Missionary College in 1960. During his career he was a dean, teacher, principal, conference superintendent, and union director of education. The seed money for the Don Keele Excellence in Education Award came from memorial contributions made by family, co-workers, and friends.



Phone:
(360) 857-7000
www.npuc.org



Application

Deadline is January 18

**Office of Education
North Pacific Union Conference of SDA
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