



GSTEF Conference Grant (Award application cycle begins September 9, 2024 and closes on October 18, 2024)

The Georgia Science Teachers Education Foundation (GSTEF) Conference Grant supports teachers in achieving their professional learning goals through attendance at a state, regional, or national science conference. The amount of the grant (up to \$750) will depend on the cost of registration, travel and/or lodging. To be eligible, applicants must meet and follow the general criteria and guidelines outlined above. Recipients of the conference grant are required to submit a brief article about the conference to be shared in the eObservations newsletter and/or social media by May 31, 2025. (Information about article submission will be provided to grant recipients at a later date.)

Application Process ([Evaluation Rubric](#))

To apply for a GSTEF Conference Grant, applicants must complete Parts 1 and 2.

Part 1: Register for the GSTEF Conference Grant application submission process [here](#). After completing the registration process, applicants will receive a confirmation email containing a link to the *GSTA Awards & Grants Application*.

Part 2: Compose a single document with the information for each section listed below. The information should be in section order following the general criteria and guidelines outlined above. Using the link provided in the registration confirmation email, complete the *GSTA Awards & Grants Application* and upload your document as the last item in the application. All information submitted in the application must be visible without the use of links.

Section 1: Biographical Information & Photo. Provide your first and last name with a current photo of yourself. Also include your current employment information: school name, district/system name, and grade level(s) with subject(s) taught. The submitted photo will be used by GSTA in the awards program, eObservations newsletter, social media, and website should you be selected as a GSTEF Conference Grant recipient.

Section 2: Conference Description. Describe the state, regional or national science conference including a summary of activities or learning experiences you will engage in that promotes excellence in science teaching and/or mastery of specific teaching practices, content or science standards. You may include information about the conference theme and/or session strands. Please include whether participation will occur in person (identify location) or virtually.

Section 3: Expected Outcomes. Explain how participation in the conference will help you enhance student learning in science, meet your professional learning needs, and help you contribute to excellence in your professional learning community (grade level, team, department, school or district). Describe what actions you will take to share what you learn to promote excellence in science teaching and learning.

Section 4: Timeline & Budget. The timeline should include registration deadline, conference dates, and dates of specific events (such as short courses, professional learning institutes, or field trips/tours) you plan to attend at the conference. If you must use professional or personal leave to participate, include whether the school has approved your leave of absence for the dates specified.

The budget should include the costs of registration, travel and/or lodging. If a substitute is required for the dates specified, include who will cover this cost. Identify any additional funding that has been applied or will be received to support your attendance at the conference. For example, your school will pay \$355 for registration while you will cover the cost of travel, lodging and meals.

Section 5: Letters of Support. Provide two letters of support—one from a school level administrator (dean, principal or assistant principal) who will approve your attendance at the conference and one from a colleague.

GSTEF Conference Grant Rubric



Applicant's Name:

Reviewer's Name:

Application Structure & Grammar (max. 3 points)	Exemplary (3 points)	Proficient (2 points)	Progressing (1 point)	Points Scored (max. 3 points)
	The applicant followed the general guidelines with no spelling or grammatical errors.	The applicant followed the general guidelines with 1-2 spelling or grammatical errors.	The applicant did not follow the general guidelines or made more than 2 spelling or grammatical errors.	
Conference Description (max. 12 points)	Exemplary (6 points each)	Proficient (4 points each)	Progressing (2 points each)	Points Scored (max. 12 points)
	The applicant includes an in-depth description of a conference promoting excellence in science teaching and mastery of multiple teaching practices, core content ideas and science standards.	The applicant includes an adequate description of a conference promoting excellence in science teaching and mastery of specific teaching practices, core content ideas or science standards.	The applicant includes a limited description of a conference promoting excellence in science teaching or mastery of a specific teaching practice, core content idea or science standard.	
	The applicant will be engaged in innovative activities supported by effective science teaching methods (e.g. phenomenon-based, inquiry, hands-on, etc.) as indicated by the description of the conference.	The applicant will be engaged in innovative activities or supported by effective science teaching methods, but not both as indicated by the description of the conference.	The applicant will not be engaged in innovative activities and effective science teaching methods as indicated by the description of the conference.	

(rubric continued on the next page)

Expected Outcomes (max. 12 points)	Exemplary (6 points each)	Proficient (4 points each)	Progressing (2 points each)	Points Scored (max. 12 points)
	The applicant provides an in-depth explanation of how the new knowledge, skills, and/or understandings gained by attendance at the conference will be used to enhance student learning, meet professional learning needs, and contribute to a professional learning community.	The applicant provides an adequate explanation of how the new knowledge, skills, and/or understandings gained by attendance at the conference will be used to enhance student learning, meet professional learning needs, or contribute to a professional learning community.	The applicant provides little to no explanation of how the new knowledge, skills, and/or understandings gained by attendance at the conference will be used to enhance student learning, meet professional learning needs, or contribute to a professional learning community.	
	The applicant describes what actions will be taken to share this information with teachers at the school and others within the district.	The applicant describes what actions will be taken to share this information with other team, grade level, and subject area teachers at the school.	The applicant does not describe what actions will be taken to share this information with others.	
Timeline & Budget (max. 3 points)	Exemplary (3 points)	Proficient (2 points)	Progressing (1 point)	Points Scored (max. 3 points)
	A detailed timeline and budget are provided including all dates and associated costs for the conference.	A general timeline and budget are provided including specific dates and associated costs for the conference.	An incomplete timeline or budget (equal to the maximum award amount) is provided with specific dates or associated costs for the conference omitted.	
Total Score (max. 30 points)				