



VSLA Young Writers Application Guidelines and Application Form

Description of the Grant

The VSLA Young Writers Grant is sponsored by the Virginia State Literacy Association to support a local chapter's writing project (up to \$700). The goal of the grant is to encourage local chapters to emphasize writing and to provide financial support for the project's implementation.

Criteria for Participating

1. The application form must be fully completed and signed by the local chapter president.
2. Itemized receipts indicating costs must be submitted to the Awards Chair before monies are dispersed. Food costs are not eligible. The deadline for submission of receipts is May 30.
3. The grant recipient will share information about the project at a VSLA function and provide a written summary of the project within two-years of receiving the grant.

Judging of Applications

The VSLA Young Writers Committee will review each application based on the information provided in the application. The recipient will be notified prior to the annual state reading conference and the grant will be presented at the conference.

Timeline:

Application Due: January 10

Name of Recipient and Rubric to Awards Chair: February 1

Notification of All Applicants: February 6

Presentation of Grant: VSLA Annual Conference

Send your application form via Word Document, PDF or scanned document to:

Name: Debby Briscoe

Email Address: debby.briscoe@yahoo.com

VSLA Young Writers Grant Verification Form

Name of Local Chapter: _____

Name of Local Chapter President: _____

Submitted by:

Name _____

Address _____

Home Phone: _____ Work Phone: _____

E-mail: _____

VSLA Young Writers Grant Application Form

Title of the Project: _____

Description of the Project:

Objectives:

- What are the objectives of this project?
- Why is this project important to your local chapter's area?

Plan:

- How will the project be implemented?
- What is the timeline/calendar for completing the project?

Anticipated Results:

- What are the anticipated results from this project?
- How will its success be determined?

Budget:

- Include an itemization of anticipated expenses.

Applicant Signature: _____

Signature of local chapter president: _____

VSLA Young Writers Grant Rubric

All applications are scored in a blind format (any identifying information is deleted)

Components	Number of Points
Description of Project (maximum 5 points) - The applicant thoroughly explained the project <i>(Includes information that detailed how the grant would be implemented throughout the course of the year)</i> 5 points - The applicant explained the project <i>(Includes information that detailed how the grant would be implemented throughout the course of the year)</i> 4 points - The applicant provided a brief description the project. <i>(Includes limited information of how the grant would be implemented throughout the course of the year)</i> 3 points - The applicant provided a vague description of the project. 2 points - The applicant did not provide a description of the project. 1 point	
Objectives/Importance (maximum 5 points) - The applicant thoroughly explained the objectives and the level of need. 5 points - The applicant explained the objectives and the level of need. 4 points - The applicant provided a brief description of the objectives/the level of need 3 points - The applicant provided a vague description of the objectives and the level of need. 2 points - The applicant did not provide a description of the objectives and the level of need. 1 point	
Project Plan (maximum 5 points) - The applicant thoroughly explained the project plan. 5 points - The applicant explained the project plan. 4 points - The applicant provided a brief description of the project plan. 3 points - The applicant provided a vague description of the project plan. 2 points - The applicant did not provide a description of the project plan. 1 point	
Anticipated Results (maximum 5 points) - The applicant provided an evaluation model complete with a rubric or measurable goal. 5 points - The applicant provided an evaluation model that did not include measurable results. 4 points - The applicant discussed an evaluation model but was not specific on how the model would be implemented or measured. 3 points - The applicant mentioned an evaluation model. 2 points - The applicant did not include an evaluation model. 1 point	
Budget (maximum 5 points) - The applicant provided a complete budget of all resources needed to complete this project. 5 points - The applicant provided a budget of most of the resources needed to complete this project. 4 points - The applicant provided a budget of resources needed to complete this project. 3 points - The applicant provided a vague budget of resources needed to complete this project. 2 points - The applicant did not include a budget. 1 point	
Comments	
Total Points Received	/25