

**Margaret H. Shifflett Educational Stipend
Kappa Chapter, Virginia State Organization,
The Delta Kappa Gamma Society International**

The Delta Kappa Gamma Society International (DKG) is an organization that promotes the professional and personal growth of women educators and excellence in education. The Virginia State Organization (VSO) has 60 chapters throughout the state. Kappa Chapter, the local chapter, has members from the counties of Albemarle, Augusta, Rockbridge, Rockingham and the cities of Buena Vista, Harrisonburg, Lexington, Staunton, and Waynesboro. We strive to fulfill the vision of *Leading Women Educators Impacting Education Worldwide*.

The Margaret H. Shifflett Educational Stipend promotes educational excellence and creative instruction by funding student-centered projects.

Eligibility: Working educators who are members of Kappa Chapter and nonmembers who are currently teaching in the counties of Augusta, Rockbridge, Rockingham or the cities of Buena Vista, Harrisonburg, Lexington, Staunton, and Waynesboro.

Classroom Stipend Funding Options

Classroom stipends up to \$250.00 can be used for a variety of projects and materials including, but not limited to, books, software, calculators, math manipulatives, art supplies, audio-visual equipment, and lab materials. Stipends will not be awarded for travel, education, conference or convention expenses. Completed applications including all components must be received by April 30, 2024. Accepted applicants will be notified May 24, 2024.

If accepted, itemized receipts indicating purchase costs must be submitted no later than September 30, 2024 before monies are dispersed. A project report must also be submitted via email within two months of project completion.

Please include all of the following as a separate document attached to application form.

- a. Project Title
- a. Detailed description of project including objectives of this project, how will the project be implemented, timeline/calendar for completing the project, number and age of target group, statement of need.
- b. Anticipated results and method of evaluating project.
- c. Name and title of person writing required letter of reference. Select an individual such as principal or department head, who is familiar with the project and/or your work.
- d. Itemized list of supplies to be purchased, including prices and vendor name.

____ One letter of reference. Please send provided cover sheet and letter of reference form to your reference.

____ One passport size photo (jpg preferred). Recipient's photos will be included in *Kappa Kapers*, Kappa Chapter's newsletter.

____ Completed application with supporting data.

Send completed application to Anne Perdue, adperdue1@gmail.com by April 30, 2024.

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Application Form

Date:

Name of Applicant:

Mailing Address:

Preferred Phone Number:

Preferred Email Address:

Projected Date of Completion:

Amount Requested:

Is this project funded from any other sources?

Current Professional Position:

Professional Experience (include professional organizations)

Educational Background:

Reference (list name and contact information):

Supporting Documents are included.

I certify that all information is correct and accurate.

Signature _____

Printed Name:

Date:

Send completed application via email to Anne Perdue, adperdue1@gmail.com by April 30, 2024.

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Cover Sheet and Reference Form

Date:

Name of Applicant:

Reference Contact Name and title:

Reference Contact Phone:

Reference Contact Email:

School Division:

Name of School:

Please include in the reference letter knowledge of the applicant's qualifications as well as the applicant's commitment and role in the project.

Send completed reference form and letter to Anne Perdue, adperdue1@gmail.com by April 30, 2024.

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Stipend Rubric

Components	Number of Points
Description of Project (maximum 10 points) <ul style="list-style-type: none"> • Applicant thoroughly explained the project (<i>Includes information that detailed how the stipend would be implemented throughout the course of the year.</i>) (10 points) • Applicant explained the project (<i>Includes information that detailed how the stipend would be implemented throughout the course of the year.</i>) (5 points) • Applicant provided a brief description of the project. (<i>Includes limited information of how the stipend would be implemented throughout the course of the year.</i>) (3 points) • Applicant provided a vague description of the project. (2 points) • The applicant did not provide a description of the project. (0 points) 	
Objectives/Importance (maximum 10 points) <ul style="list-style-type: none"> • Applicant thoroughly explained the objectives and the level of need. (10 points) • Applicant explained the objectives and the level of need. (5 points) • Applicant provided a brief description of the objectives/the level of need (3 points) • Applicant provided a vague description of the objectives and the level of need. (2 points) • Applicant did not provide a description of the objectives and the level of need. (0 points) 	
Project Plan (maximum 10 points) <ul style="list-style-type: none"> • Applicant thoroughly explained the project plan. (10 points) • Applicant explained the project plan. (5 points) • Applicant provided a brief description of the project plan. (3 points) • Applicant provided a vague description of the project plan. (2 points) • Applicant did not provide a description of the project plan. (0 points) 	
Anticipated Results (maximum 10 points) <ul style="list-style-type: none"> • Applicant provided an evaluation model complete with a rubric or measurable goal. (10 points) • Applicant provided an evaluation model that did not include measurable results. (5 points) • Applicant discussed an evaluation model but was not specific on how the model would be implemented or measured. (3 points) • Applicant mentioned an evaluation model. (2 points) • Applicant did not include an evaluation model. (0 points) 	
Budget (maximum 10 points) <ul style="list-style-type: none"> • Applicant provided a complete budget of all resources needed to complete this project. (10 points) • Applicant provided a budget of most of the resources needed to complete this project. (5 points) • Applicant provided a budget of resources needed to complete this project. (3 points) • Applicant provided a vague budget of resources needed to complete this project. (2 points) • Applicant did not include a budget. (0 points) 	
Comments	
Total Points Received	/50