

CHAPTER INCENTIVE APPLICATION 2018-19

Chapter: _____	Advisor: _____
School: _____	CTSO: _____

Advisor Initial	Part 1- Chapter Incentive (completed by all applicants)	DUE Date
	Leadership Rally Attendance (Minimum of two students members and one advisor)	Deadline Oct. 5 for registration
	Initial membership submitted by December 1st (12 members, 1 advisor)	Dec. 1
	Evidence of Increased Membership or evidence that you are a 100% chapter (class roster/membership invoice)	Dec. 5
	CTSO as Part of Curricula (Show example of how you integrate your CTSO into your classroom curriculum...this should not just be an introduction to the CTSO. Show specific examples of your CTSO curriculum included within your lesson plans)	Dec. 5
	Proof of CTSO 80-day report/enrollment submission in STARS. Email verification from STARS Coordinator confirming 80-day report was submitted with your CTSO information is preferred. CTLP will confirm 80-day reports were submitted with PED CCRB office.	Submitted to STARS coordinator by Dec. 3
	Benefit of Award Statement - This statement will explain, using a specific measurable, how the grant funds will help your chapter. (i.e. This Chapter Incentive money will help us reduce individual costs for Conferences which will allow us to expand the number of students who attend. Our hope is to reduce cost enough to bring (ten) 10 additional students to State Conference.)	Use online form Dec. 5
	Part 2 – Advisor Incentive	
	Have you completed Part 1 and turned in all documentation?	
	Does your school district receive Perkins Funding? (Verified by PED,CCRB)	

	Part 3 – Equity Support Scholarship	
	Have you completed Part 1 and turned in all documentation?	
	Completed Gap Analysis Survey - https://www.surveymonkey.com/r/3CRC7R8	Dec. 1
	CTLP Office will gather data from survey and will provide schools with their Gap analysis results	Dec. 15
	Complete Equity Support Scholarship Form	Jan. 11
	Award Letters will be sent to Chapter	Feb. 4
	Payout will be sent once the Chapter has submitted an overview of how the chapter took the improvement plan submitted earlier and made changes within for closing the Gap.	Apr. 15