

A program for personal renewal of Indiana educators • Maximum of 100 grants for \$12,000

# TEACHER CREATIVITY FELLOWSHIP

- Where do your dreams and passions lie?
- What adventures have you postponed?
- Is there a country or culture you've always longed to explore?
- Do you yearn for a spiritual journey?
- What experience will help you broaden your students' horizons?
- What inspires awe and wonder in you?

**DEADLINE!**

PROPOSALS MUST BE POSTMARKED  
BY SEPTEMBER 1, 2017

Lilly Endowment is pleased to announce the Teacher Creativity Fellowship Program (TCFP) for 2018. This will be the 31st year of this competitive

program, continuing the Endowment's commitment to recognize and renew Indiana educators. TCFP supports lifelong learning among educators by enabling them to pursue dreams and passions, explore new areas of interest, expand existing talents and develop new ones. Renewal times are not vacations but opportunities for intentional exploration and reflection that will result in renewed energy, enthusiasm and creativity in teachers and thereby in classrooms and schools.



Up to 100 Teacher Creativity grants of \$12,000 each will be awarded in 2018. TCFP will support projects that are intellectually revitalizing and personally renewing to educators. It is important that applicants seek to expand their realm of knowledge and experiences through projects that are of a different scale and character than they might otherwise pursue. Proposals will be judged on substance, clarity and feasibility as well as the potential to cultivate meaningful renewal. Preference will be given to proposals that demonstrate substantial thought and evidence of sufficient research to develop a realistic timeline and budget. Proposals simply to develop new course outlines or lesson units are not encouraged.

In addition to individual proposals, the Endowment accepts collaborative proposals from teams of eligible individuals. If a collaborative proposal is

funded, each participant is eligible to receive a \$12,000 grant.

Please visit [www.teachercreativity.org](http://www.teachercreativity.org) to see the news release about 2017 Fellowship recipients and their projects as well as a "Tips for Writing Successful Proposals" document. *Applicants are encouraged to review these documents carefully.*

## ELIGIBILITY

Licensed teachers, library/media specialists, guidance counselors, principals and assistant principals in Indiana's public, private and parochial schools are eligible to apply for a 2018 Teacher Creativity Fellowship (TCF). Applicants must have held one of these positions since at least Fall 2015, be currently employed full time, and be Indiana-certified in grades K-12. Past TCF recipients who continue to meet these requirements and received their first grant in 2010 or earlier also may apply. Later recipients are not eligible. An individual may receive up to two TCF grants during his or her lifetime.

- Teachers, guidance counselors and library/media specialists must submit a statement affirming their present intention to teach in Indiana through school year 2018-2019.



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- **Principals and assistant principals** must submit a statement affirming their present intention to remain in their roles in Indiana through school year 2019–2020 and a statement affirming their district’s or governing board’s approval of their participation in the project.

## TIME COMMITMENT

The Endowment has observed that it generally requires a substantial block of time (four to six weeks) to achieve the kind of renewal envisioned by this program. Proposals that do not include significant time away must explain clearly how the plan will still result in renewal. Applicants may propose a timeline that, either during the summer or over the course of a full year, will permit them to complete their renewal activities by May 31, 2019.

## REPORTING

Fellowship agreements and reporting requirements (narrative and financial) will be sent to all grant recipients following the announcement of grant awards. Final reports, including financial information, will be due from all Fellowship recipients by June 30, 2019.

## APPLICATION PROCEDURE

Proposals should include sufficient detail to demonstrate that

- 1) the applicant is knowledgeable about the nature and substance of the proposed project;
- 2) the applicant is capable of completing the project;
- 3) the project is feasible within the proposed timeline and budget; and
- 4) the applicant has done sufficient research regarding arrangements, locations, key contacts, etc.

## PROPOSAL FORMAT

All proposals must follow the format below precisely and use a 12-point font and one-inch margins. Items one through five below should not exceed five pages. (Statements of future plans, recommendation letters, licenses and governing board approvals are considered attachments and are not included in the five-page limit.)



## 1. Teacher Creativity Fellowship Proposal Cover Sheet

([www.teachercreativity.org](http://www.teachercreativity.org))

All applicants must complete and print this form as the first page of their proposal. (For team proposals, each participant must complete this form.)

## 2. Project title and 50-word summary of the proposed project.

## 3. Describe the proposed project in the following order:

- a. Describe the rationale for your project, including why it is important and meaningful to you.
- b. Describe your specific project goals. What do you hope to accomplish?
- c. Describe the specific activities you will engage in to accomplish your goals.
- d. Describe how this project will be creative and intellectually stimulating

for you.

- e. Describe your vision for how this project will result in renewed energy, creativity and enthusiasm for you as an educator.
- f. Describe how your renewed energy, creativity and enthusiasm will affect your school or classroom.

**4. Timeline:** Provide a comprehensive, detailed schedule of renewal activities and any projected follow-up

and school-based activities to be completed by May 31, 2019. (See Time Commitment above.)

## 5. Budget:

- Each grant will be made for precisely \$12,000.
- A itemized budget should include out-of-pocket expenses, such as transportation, food, lodging, fees, supplies, taxes, etc. After budgeting for out-of-pocket expenses, remaining funds may be designated as a personal stipend. All budgets must total \$12,000.
- In most cases this grant will be subject to federal income tax. Therefore, applicants are encouraged to include a line item to cover tax liability as needed.



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## 6. Statement of future plans

- **Teachers, guidance counselors and library/media specialists:**  
Provide a brief statement affirming your present intention to remain in your role in Indiana through school year 2018-19.
- **Principals and assistant principals:** Provide a brief statement affirming your present intention to remain in your role as principal or assistant principal in Indiana through school year 2019-2020.

## 7. Recommendation letter(s)

All applicants must attach to the proposal at least one **signed** and dated letter of professional recommendation on official letterhead from a recognized authority or otherwise qualified person who can address your general ability and capacity to complete the proposed project. Principals, fellow teachers and other co-workers are examples of individuals who have written recommendations in past TCF rounds. Applicants may submit up to three letters of recommendation. **Letters of recommendation are given serious consideration and are viewed most favorably when they reflect the writer's familiarity with the applicant and his/her proposed project.**

## 8. Indiana license

- **Teachers, guidance counselors and library/media specialists:**  
Include a copy of your valid Indiana teaching license.
- **Principals and assistant principals:** Include a copy of your valid Indiana administrative license and a statement that affirms your district's or governing board's approval of your participation in the proposed project.



## SELECTION PROCEDURE AND PAYMENT SCHEDULE

- Proposals **must** be postmarked by **September 1, 2017**.
- An impartial panel will review proposals in November.
- The Endowment plans to notify recipients in January 2018.
- Contingent upon the Endowment's receipt of signed Fellowship Agreements, payments are tentatively scheduled to be made in February 2018. The Endowment will award the \$12,000 directly to the fellowship recipient and will issue an IRS income reporting Form 1099 Misc. or other appropriate IRS report, typically at the beginning of 2019.

## PROPOSAL SUBMISSION

Mail one copy of your proposal (**no** binders or covers), including all documents referenced above, to:

Teacher Creativity Fellowship Program  
Lilly Endowment Inc.  
P.O. Box 88068  
Indianapolis, IN 46208-0068  
teachercreativity@lei.org

*All proposal materials become the property of the Endowment and will not be returned.*