



Hanover Education Foundation

The Stewart D. Roberson Professional Development Scholarship Fund

The Hanover Education Foundation announces the availability of up to \$2,000 to be awarded through the Stewart D. Roberson Professional Development Scholarship Fund. The scholarship will promote opportunities for Hanover's professional and support employees to receive quality training experiences which will reflect best practices in and outside the classroom.

ELIGIBILITY: HCPS Administrators and Support Employees

BASIC SELECTION CRITERIA:

1. Applicant has been and is currently an administrator or support employee in Hanover County Public Schools for at least three (3) years.
2. Have the sound endorsement of his/her supervisor.
3. Remain an administrator or support employee with HCPS for at least two years after completion of the scholarship activity.
4. Will share knowledge gained through this professional development experience with colleagues.

APPLICATION DEADLINE:

Submit signed original and 3 Copies of your Application by Friday, November 17, 2017. **DO NOT MENTION YOUR NAME, AN ASSOCIATE'S NAME, NAME OF YOUR SCHOOL or WORKSITE** in the body of the application or anywhere except on the Application Cover Sheet, by doing so your application will be disqualified by the Grants Committee.

AWARD NOTIFICATION:

Winners will be notified by mail.

DEADLINE is Friday, November 17, 2017

Submit 3 Copies of the Application with a Recommendation Letter To:

Margaret P. Hill, Executive Director
Hanover Education Foundation, 200 Berkley Street, Ashland, VA 23005
Ph. 365-4565 • E-Mail: mhill@hcps.us

Applications may be sent through Interoffice Pony Mail by Friday, November 17, 2017.
No applications will be considered after this date. No facsimiles accepted.

Hanover Education Foundation Mission:

We develop and sustain community and business partnerships, and serve as effective stewards of resources, to create quality educational opportunities that promote high performance in all students in Hanover County Public Schools.

The Stewart D. Roberson Professional Development Scholarship Fund

APPLICATION GUIDELINES

PART I

Using **no more than two (2) typewritten double-spaced pages**, please address clearly, and in sequence, each of the following topics:

1. **BRIEF DESCRIPTION OF PROFESSIONAL DEVELOPMENT ACTIVITY:** Describe what you plan to do with the funds.
2. **GOALS AND OBJECTIVES:** What are the goals and objectives of your professional development activity?

For Administrators: In what way will this project benefit students and/or other teachers? How does this project relate to the curriculum and SOL's?

For Support Employee: In what way will this project benefit you in your position? How will you relate this activity to others?

3. **SCHEDULE OF ACTIVITIES:** Include anticipated beginning and ending dates of professional development activity.

PART II

PROFESSIONAL DEVELOPMENT SCHOLARSHIP FUNDS NEEDED: List each item separately with approximate cost using the format suggested below. (Budget may appear on a separate page.)

ITEM

COST

Submit Required Copies To:

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2017-2018
APPLICATION COVER SHEET

Professional Development Activity:

Applicant Name:

Grade Level and/or Department:

Building Location:

Years Worked for HCPS:

Work Telephone:

E-mail:

If I receive this scholarship, I will continue working in HCPS for at least two years beyond completion of my professional development scholarship experience.

Applicant's Signature

I have submitted a letter of recommendation for and strongly endorse the professional development application of the above named applicant.

Administrator's or Supervisor's Signature

FOR HEF USE ONLY: Date Received _____

HEF Application No. _____