

STAR NET Region II

Do-It Yourself Study Group

What is the “Do-It-Yourself” Study Group?

This new grant opportunity offers funding up to \$300 to small groups (professionals & parents) who want to broaden their skills and knowledge in specific areas of interest that relate to young children, ages 3-6 who have IEPs. Collaboration is encouraged. Partners may include: teachers, therapists, parents and other support staff in Early Childhood Special Education programs. Staff and parents from state Pre-Kindergarten programs, Head Start, Park District, Community Preschools and Prevention Initiative programs may be included.

What should the Study Group do?

Select a topic, then decide how it will be investigated. Topics may include, but are not limited to:

Assessment	Autism
Literacy	Behavior
Inclusion	Brain Research
Curriculum	Technology
Family Involvement	

Be creative. Set up a group that fits your needs and schedules. Each group must have a facilitator and at least 4 participants. You must have a minimum of 3 meetings. All groups need to complete their work and submit a short report to Region II by May 31st. Plan how and when you will meet to study your topic.

Where do I start?

The facilitator(s) helps to organize the group, schedule meetings, develop agendas, buy supplies or resource materials and runs each meeting. Each facilitator is also required to submit copies of materials given to participants and meeting attendance sheets when their study group is finished.

How can I use Study Group Funds?

Applications can be approved for up to \$300. A proposed budget is submitted as part of the application. Funds may be used to hire a speaker, pay stipends to the facilitator and to purchase books or materials to support the investigation and study of a topic to enhance and expand the group’s knowledge.

Funds can not be used to supplant required activities, or to pay for previous activities or items already purchased.

Study group funds will be disbursed through a reimbursement process. Original receipts must be submitted.

How can I apply?

Proposals will be considered on an on-going basis through April 1st or until the funds are allocated.

Apply now for a
Do-It-Yourself Study Group Grant

Deadline for applications:
Ongoing through April 1st.

Submit reports and receipts by
May 31st

At least 4 Group Members
\$300-Maximum Grant
(see reverse side for application
information)

Application Guidelines For a Do-It-Yourself Study Group Grant

Please read the information on the reverse side before filling out this application.
You will need an additional piece of paper.

Do-It-Yourself Study Group Topic _____

Facilitator/Contact name _____

Phone _____ **E-mail** _____

The principal applicant must be a professional employed in a public school program that serves children, ages 3-6 who have IEPs, or a parent of a young child (ages 3-6) enrolled in an Early Childhood Special Education program. Region II includes Northern & West Suburban Cook County, Kane, Lake, McHenry and DuPage counties. This grant encourages collaboration and group members may include individuals working in state Pre-Kindergarten programs, Head Start, Park District, Community Preschools and Prevention Initiative Programs.

Application Deadline: April 1st

Application Format (Please type on a separate piece of paper)

- Title of the project
- Brief description of what topic your study group will address and how you see the study group will benefit participants. (75-100 words)
- Expected benefits and outcomes.
- Provide a tentative schedule of meeting dates, time and location. (minimum 3 meetings)
- List participants, including their names, addresses, phone numbers, school/agency, affiliation and position. Indicate which person is the facilitator(s) if it is not the principal applicant.
- Submit a draft budget. If additional speakers are to be hired, list names of those speakers.

Final Report

When the group completes its work STAR NET requires the following:

- When the group study is completed the facilitator will write a brief summary indicating the topic(s) that were addressed, and how the members benefitted from participating in the study group. If participants complete an evaluation, please submit copies of the evaluations as well.
- Provide STAR NET with the final schedule of actual meeting dates, times and names of participants for each meeting.
- Provide STAR NET with copies of resources provided to the group and copies of agendas for the meetings. These materials will be kept in the Region II office.
- Provide a complete list of expenditures with original receipts for materials purchased when requesting reimbursement.

Submit this grant proposal to Lisa Fisher
Mail or fax your application to STAR NET Region II at
2626 S. Clearbrook Drive, Arlington Heights, IL 60005-4626
or fax: 847/278-5434

If you have questions, call us at:
224/366-8579