

Local Social Justice Grants

2017–18



**Submission dates:
September 5, 2017–April 12, 2018**

Grants are allocated within the limits of the funds available.



British Columbia Teachers' Federation

100-550 West 6th Avenue, Vancouver, BC V5Z 4P2 • 604-871-2283, 1-800-663-9163 • www.bctf.ca
TTY 604-871-2185 (deaf and hard of hearing)

Local Social Justice Grants Information Package and Application Form

Purpose

Local social justice grants are meant to provide seed money for activities or projects that will bring about systemic change for social justice within a local or sublocal. The grants are intended for activities/projects with a local/sublocal scope, or involve multiple schools and that have an ongoing impact beyond an individual classroom or school. They are not meant to replace the funding of school activities that should be paid for by the school district. The funds are administered by the Professional and Social Issues Division and are allocated by grant proposals to a maximum of \$2,000 each (see grant formula).

Projects/initiatives could be on topics such as gender equity, multiculturalism, antiracism, homophobia/heterosexism, LGBTQ issues, antipoverty, Aboriginal issues, environmental issues, violence prevention, child and youth issues, human rights, and peace and global issues.

Criteria for projects

1. Projects must:
 - a. reflect BCTF social justice principles as seen through the Social Justice Lens (see bctf.ca/uploadedFiles/Public/SocialJustice/Publications/SJLens.pdf).
 - b. have ongoing impact on teachers, or teachers and students in your local/sublocal.
 - c. involve several teachers and schools within a local/sublocal.
 - d. include a written summary of the project and its impact within the local.
2. Funding is for projects that take place within the current school year.
3. Projects may involve the local community.
4. Funds may **not** be used for travel, or school supplies, hardware, or materials that are the responsibility of the school district.

Process

1. Locals/sublocals submit a completed social justice grant application form (no further attachments required) to the BCTF for approval of the grant before undertaking a project/activity.
2. The Federation will provide up to \$2,000 matching the local on a 1:4 ratio (e.g., \$500 local=\$2,000 BCTF; \$250 local=\$1,000 BCTF). The maximum for any BCTF social justice grant is \$2,000.

3. Locals/sublocals are eligible for one grant each school year to be submitted between September 5, 2017, and April 12, 2018. Funds not committed by April 12, 2018, will be pooled and available to locals on a first-come, first-serve basis, providing their applications meet all criteria.
4. The grant recipient must submit a follow up/evaluation report no later than 30 days after project completion.
5. **New Policy applying to grants awarded after March 22, 2018:** The local must keep copies of all receipts on file. T4 forms must be issued for honoraria over \$500.

For more details please refer to the local social justice grant rubric at the end of the application form.

Follow up/evaluation report

The follow up/evaluation report is required within 30 days after project completion. Please use the [Local Social Justice Grant Report form](#) located on the BCTF [Grants and Funds web page](#). It should include:

- a summary of how the money was spent
- a description of how the project unfolded
- a description of the impact of the project on the local.

Send a copy of the completed follow up/evaluation report to Todd Patrick, Assistant Director of Social Justice, by fax (604-871-1850) or email (tpatrick@bctf.ca).

Following completion of the project, please write a short article to be published in the *Social Justice Newsletter*. Photographs are always welcome. Please note that in order for photographs of students to be published, the school should have written parental permission.

Please remember to keep all receipts on file at the local office.

Tips

- Do not wait until April—the money may have been spent.
- Ensure that you credit the BCTF on any performances, DVDs, publications, reports, etc., that are related to your project.
- Send a follow up/evaluation report within 30 days of completing the project.

For further information, please contact Todd Patrick, Assistant Director of Social Justice.

Phone: 604-871-1850

Toll free: 1-800-663-9163, local 1850

Email: tpatrick@bctf.ca

2017–18 Social Justice Grant Application Form
Submission dates: September 5, 2017–April 12, 2018

Please fill out all sections of this application form. No further attachments required.

Please print

Project title:	
Date of application:	Name of applicant:
Applicant's address:	
Applicant's phone:	Applicant's fax:
Applicant's email address:	
Name of Local/sublocal:	Local association number:
Name of Local President:	Local President's phone:
Local President's email address	
Applicant's school name:	
School address:	
School phone:	School fax:

Applicant's signature: _____
Social Justice Contact's signature: _____
Local President's signature: _____

Because the BCTF has an affirmative action policy, an applicant may wish to provide, on a voluntary basis, information as to whether they self-identify as a member of an equity-seeking group, which includes female, trans* (trans, transgender, transsexual, genderqueer, two-spirit, transwoman, transman), visible minority or racialized person, Aboriginal (Indigenous) person, person with a disability, or lesbian, gay, or bisexual person. That in selecting recipients of BCTF grants, the Executive Committee will take into account: the importance of representation from members in their first five years of teaching; the importance of representation from all areas of the province; the need for diversity and to ensure that members from equity-seeking or minority groups are represented among grant recipients; and the importance of achieving a balance of males and females representative of the general membership.

I self-identify as a member of the following equity seeking group: _____

Project Description

Project title:

Rationale/need for project

Brief outline of project

How will this project have an ongoing impact on teachers and students in your local?

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Who is involved in the project?

Number of teachers involved:	Number of schools involved:
List additional groups involved (if any):	

Proposed timeline (list each activity, from commencement to completion, with tentative dates)

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Local Social Justice Plan

Please develop this plan with your local social justice committee. It must be approved by your president or local executive.

Name of local/sublocal:
Social justice contact:
Social justice committee members:

Document all the social justice objectives of your local/sublocal for this school year in the applicable boxes below, and indicate how your project fits within each objective.

Local social justice committee objectives

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Local executive social justice objectives

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Social justice outreach/coalition building

--

Political social justice objectives

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Social Justice Lens

How socially just is your social justice grant or project?

Use these questions to help you plan your project. Please provide details on how your grant application fits within the Social Justice Lens.

Access: How do you ensure that there are no barriers to participation in the project?

Agency: How will this project empower participants to know their rights, voice their concerns, and effect change?

Advocacy: How does this project help participants develop concrete skills to effect change?

Solidarity action: How does the project allow for networking and coalition building among students, teachers, families, and community groups to effect systemic change?

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Project Budget

***Please keep receipts on file at the local office.**

Expenses	
Item	Cost
Total expenses	

Funding	
External funding sources	Amount
Amount contributed by local	
Net amount of Local Social Justice Grant requested from the BCTF (4X the amount provided by the local, up to \$2,000)	

<p>Has your local received funding for a similar project in the past?</p> <p> <input type="checkbox"/> No <input type="checkbox"/> Yes year(s): _____ </p>

Application checklist

- | | |
|---|--------------------------|
| Application forms fully completed | <input type="checkbox"/> |
| Local agrees to contribute ¼ of funds requested from Local Social Justice Grant | <input type="checkbox"/> |
| Signature of Local President | <input type="checkbox"/> |
| Signature of Social Justice Contact | <input type="checkbox"/> |

Reminder: Complete follow up/evaluation report no later than 30 days after project completion and send a copy to Todd Patrick, Assistant Director of Social Justice at the BCTF.

I will write an article for the Social Justice Newsletter so that my colleagues can learn about this project.

Grant formula

The Federation will provide up to \$2,000 matching the local on a 1:4 ratio

\$500 local = \$2,000 BCTF

\$250 local = \$1,000 BCTF

The maximum for any BCTF social justice grant is \$2,000.

For further information about Local Social Justice Grants, please contact Todd Patrick, Assistant Director of Social Justice, Professional and Social Issues Division.

Phone: 604-871-1821

Toll free: 1-800-663-9163, local 1850

Email: tpatrick@bctf.ca

Return this form by mail or fax to:

Mary Ellen Bullock, Co-ordinator Grants and Budgets

Treasurer's Office

BC Teachers' Federation

100-550 West 6th Avenue

Vancouver, BC V5Z 4P2

Fax: 604-871-2293

Local Social Justice Fund Rubric

This will be used along with your application form to assess the merits of each application.

Project title: _____

Social justice topic: _____ Zone: _____

Criteria	Meets all criteria	Meets some criteria	Not within criteria
1. Social Justice focus	Project addresses one or more social justice issue.		Project does not address a social justice issue.
2. Potential for ongoing impact	High potential for ongoing impact on teachers or teachers and students.	Moderate potential for ongoing impact on teachers or teachers and students.	Short term impact on teachers or teachers and students.
3. Scope of project	Project has a local or sublocal scope or involves multiple schools.	Project involves a few schools.	Project involves one school.
4. Potential to bring about systemic change	Project addresses underlying causes of an issue and provides participants with tools to effect systemic change.		Project responds to an immediate need but does not address underlying causes of an issue.
5. Project corresponds to local social justice plan	Project fully corresponds with the goals identified in the local social justice plan.	Project corresponds with some of the goals identified in the local social justice plan.	Project does not correspond with the goals in the local social justice plan.
6. Addresses all quadrants of the SJ Lens	All quadrants of the SJ Lens explained clearly with connections to the project.	Some quadrant connections are made. Others are tenuous in nature.	No consideration of SJ Lens in planning or content of project.
7. Application only covers allowable expenses	Covers allowable expenses with additional funding from other sources covering ineligible expenses.		Expenses include items that the BCTF does not pay for.