**Kimberly Dawn Hughes Professional Development Grant**

Planning Tool

This Professional Development (PD) Grant, named in honor of Kimberly Dawn Hughes, is intended to strengthen the quality of mathematics teaching in Arkansas. The grant provides $1000.00 financial assistance to Arkansas mathematics educators to travel to the National Council of Teachers of Mathematics (NCTM) Annual Meeting and Exposition.

**ELIGIBILITY REQUIREMENTS**

* Have been an ACTM member for at least two years;
* Have not been a recipient of this grant within the past two years.
* Not currently serving on the ACTM Board of Directors;
* Will present at the next annual ACTM conference;
* Will write an article for an upcoming the ACTM journal;
* Will send the ACTM treasurer copies of the conference registration receipts, travel/housing receipts and other expenses within two months of the conference.

**Please submit the following information for your application by November 15.**

**Applicant Information**

Name/ School District of Employment/ School Address/ School Telephone/Home Telephone/Home Address/ E-mail address

**Conference Selection**

Indicate the year and city of the annual NCTM conference opportunity you would like to attend? Please visit the NCTM Conference and Professional Development website: [https://www.nctm.org/Conferences-and-Professional-Development/NCTM-2019-Annual-Meeting-and-Exposition/](about:blank)

**Reflection of Intent**

Explain why you desire to attend this conference and how it impacts your teaching of mathematics or the student learning of mathematics? (maximum 550 words)

**Service**

List your leadership and/or community service activities.

**𑂽 Education Background**

List your educational background: List institutions attended, dates of attendance, and degrees received or credits earned.

**𑂽 Employment History**

Relevant employment history (with dates)

**𑂽 Professional Development Goals**

Describe your professional development goals as they relate to mathematics education. (maximum 550 words)

**Expenses**

Email a spreadsheet (Excel or Google Sheets) of related Conference expenses to attend the annual NCTM conference. Email to: Dr. James Fetterly ACTM Scholarships/Grants Chair: jfetterly@uca.edu Attn: ACTM PD Grant - YOUR NAME

**𑂽 Administration Support**

Please email at least one letter of support from a current administrator to Dr. James Fetterly ACTM Scholarships/Grants Chair: jfetterly@uca.edu Attn: ACTM PD Grant - YOUR NAME

Submit your responses to the Kimberly Dawn Hughes PD Grant Application at

[https://tinyurl.com/PD-Grant-ACTM](about:blank)

Questions? Please Email: Dr. James Fetterly ACTM Scholarship/Grants Chair: [jfetterly@uca.edu](about:blank)