



Dr. Laurence MacQueen 2017 Fellowship Award

Dr. MacQueen served in many capacities throughout his life. Some of those included time as a Lansing School District Administrator, Michigan Educational Association Leadership and a Lansing Educational Advancement Foundation Board Member. Larry was a strong advocate for the schools and their students. The Board of Trustees of LEAF is pleased to announce the 6th year of funding for this fellowship program. The award for this year will be in the amount of \$500.00. Up to two awards applications may be selected.

- All district personnel directly or indirectly involved with students may apply
- Fellowships should be designed to provide a professional development opportunity so that a staff member can enhance their ability to work with students in the Lansing School District. Additional points will be awarded for staff who choose a program that address's K – 3 Reading Readiness.
- Awards will be made for full or partial cost reimbursement for the following:
 - Topical conferences
 - Workshops
 - Seminars
 - Class Study
- A selection committee will review all applications on a competitive basis, using a rubric
- The application must be filled out completely and signed by the applicants supervisor
- Applications may be sent by courier or mailed to the LEAF office at Beekman Center 2901 Wabash Road Lansing, MI 48910
- Deadline for submission is 4:00 p.m. on Friday, February 24, 2017
- Award recipients will be notified of their acceptance at the end of March and awards will be presented at the annual LEAF event.
- Awards must be expended by December 14, 2018.
- At the conclusion of the activity, the applicant will be required to furnish receipts and a brief report.
- Funds for this fellowship award have been available through contributions to the Dr. Laurence MacQueen Memorial Fund.
- For additional information or forms go to www.lansingleaf.org or lansingleaf@gmail.com or call 755-3177



Dr. Laurence MacQueen Fellowship Application

DUE BY 4:00 PM, FRIDAY, February 24, 2017

Please print legibly.

Applicant's Name _____ Position _____

Building Name _____ School Phone _____ Best time to reach you _____

Address (Include City and Zip) _____

Evening Phone _____ Best time to reach you _____

Email Address _____

Grade Level/Subject Taught _____

Conference/Workshop Title: (Please attach a copy of the conference flyer.) _____

Conference Date _____

Approximate number of students impacted by this project _____

Amount Requested (up to \$500) _____ Budget _____

How will participation in this conference impact the education of your students? _____

Applicant's Signature _____ Date _____

Supervisor's/Principal's Signature _____ Date _____

- For further information or assistance contact the LEAF office at 755-3177 or lansingleaf@gmail.com
- Please return the application and a copy of the conference flyer on or before 4:00 pm Friday, February 24, 2017 via courier or mail to Beekman Center LEAF Office 2901 Wabash Road Lansing, MI 48910.
- Please provide the selection committee with as much pertinent information as possible. It is easier to select a grant for funding when they do not have to guess what the objective is, how it fits into the curriculum, how students will benefit
- Awards will be presented at the annual LEAF event, Tuesday, May 16, 2017, 6:00-8:00 pm at the Country Club of Lansing.