**Teacher Inquiry Program (TIP) Application for PSAs 2023–24**

**Application Process:**

1. **Fill in Part A.**
2. **Submit filled Part A to the PSA President at least ONE week prior to the due date for them to fill out Part B.**
3. **Once approval has been secured in Step 2, the form should be submitted to** [***TIPapplications@bctf.ca***](mailto:TIPapplications@bctf.ca) **by 5:00 p.m. on Friday, October 6, 2023. Do not send this form to BCTF staff.**

**PART A**

**Name of person submitting this proposal (Lead co-ordinator):** Click or tap here to enter text.

*(Lead co-ordinator—the teacher who initiates the inquiry)*

**PSA:** Click or tap here to enter text.

**Current assignment of lead co-ordinator:** Teacher or Click or tap here to enter text.

**Email:** Click or tap here to enter text. **Daytime phone:** Click or tap here to enter text.

**Provide details to the following questions and include as an attachment to the application:**

1. **Focus:** What topic(s) would your group like to explore?
2. **Rationale:** Why does your group want to explore the above topic(s)? Include specific subject or grade level(s) on which the inquiry will focus.
3. **Explanation:** Explain briefly how the proposed topic address or incorporate at least one of the following BCTF Leadership Priorities (2023–24):

* Supporting contract implementation and enforcement while building toward the next round of provincial and local bargaining.
* Advocating for the conditions to make teaching in BC an accessible, attractive, and sustainable career.
* Creating space for truth and reconciliation as key to our commitment to anti-racism within the public education system and Federation structures.
* Intentionally designing spaces for members to connect, collaborate, and engage, and continue removing barriers to participation.
* Understanding and responding to members’ evolving health, safety, and wellness needs, and their connection to teacher working conditions.
* Advancing the role of public education and the union as a catalyst for change in the climate emergency.
* Actively exploring creative options to deal with class-size and composition and workload language in preparation for the next round of bargaining.
* Creating an equitable and inclusive union in which the structures, processes, and culture ensure that all members can count on access, agency, and a sense of belonging.

1. **Supports:** What protocols and contacts are needed to support the inquiry? How are the Aboriginal Lens and/or Aboriginal Ways of Knowing and Being reflected in the inquiry process?

The PSA will provide the funds for the inquiry, and the BCTF will provide a matching grant for up to $5,000 to support this inquiry. When applying, consider the release time and coverage (i.e., TTOCs) needed and available in the local/district.

**PART B**

**Have matching PSA funds been budgeted and approved by PSA Executive?**

Yes  No  Pending

**PSA President’s name:** Click or tap here to enter text.

**PSA President’s signature:** Click or tap here to enter text.

**PSA President’s email:** Click or tap here to enter text.

**Submission Deadline: October 6, 2023**

Applications will be considered by BCTF staff and a BCTF Full-Time Table Officer. Selection will be made based on a variety of criteria including topic/rationale, geographic balance, a commitment to the inquiry process, and to the annual BCTF Leadership Priorities set at the Annual General Meeting. Applications must have approval from the PSA Executive Committee and signature from the PSA president.

**Your responsibilities as the TIP lead co-ordinator**

* **Coordinate the following:**
  + work with the BCTF TIP facilitator to determine meeting dates
  + determine meeting location and book meeting room
  + technology equipment needed by the BCTF TIP facilitator (projector/screen)
  + provide photocopies of materials as needed by the BCTF TIP facilitator
  + provide refreshments for TIP participants at each meeting.
* **Organize the final celebration to share out the group’s inquiry:** 
  + share your learning with your PSA
  + share your learning at PSAC.
* **Upon completion of the BCTF TIP:** 
  + collect and return to the BCTF the TIP participants’ project summaries from the celebration event which may be shared on the BCTF TIP website
  + project summaries may appear as a PowerPoint, summary report document, video/multi-media, etc.
  + submit feedback of the TIP and a breakdown of the budget expenditures to Daniel Shiu at the BCTF: [*dshiu@bctf.ca*](mailto:dshiu@bctf.ca)*.*

**Responsibilities of BCTF TIP facilitator**

* contact lead co-ordinator when the TIP application has been approved
* plan the agenda and organize materials for each inquiry session
* facilitate each of the inquiry sessions.

**Please list names of all inquiry participants (must be 6–8 people)**

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| **Name** | **School/District** |
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