

Teacher Inquiry Program (TIP) Application 2026–27

The BCTF Teacher Inquiry Program provides teachers, through the process of collaboration and classroom action research, a framework for ongoing professional inquiry and growth—thus influencing the basis upon which changes occur in teaching. It promotes continuous professional development in teaching practices by fostering a structured process of investigation and reflection.

Purpose of and explorations within TIP are to:

- deepen pedagogical understanding by encouraging teachers to investigate their own educational approaches to gain insights into effective professional practices through professional development.
- develop inquiry skills such as planning, observation, peer consultation, collaboration, research, reflection on the process, writing techniques, and sharing insights.
- encourage reflection on broader contexts by helping teachers understand how social, cultural, and institutional forces shape their teaching approaches and instructional choices.
- promote innovation and adaptability by supporting teachers in exploring new and different strategies and creative approaches that respond to the diverse and evolving needs of students
- foster a collaborative learning community by creating a supportive environment where teachers can collaborate, seek feedback, share insights, and learn from one another's experiences and findings.

TIP is not about:

- focusing solely on student achievement, improvement, and/or engagement.
- addressing or implementing district, administrative, or school-wide initiatives, goals, strategic plans, or programs.
- improving working conditions or addressing bargaining issues.
- facilitating district in-service.
- finding or converging to a common conclusion, strategy, action, curriculum, unit/lesson plan, resource, or model to implement.

Inquiry process and funding:

Teachers interested in applying to TIP with a potential inquiry topic will need to select a lead co-ordinator who will initiate the application process. The BCTF will offer a matching grant of up to \$7,500 for release time, provided that the school district and/or local union contribute(s) the equivalent funds to support the inquiry. When applying, consider the release time, coverage (i.e., TTOCs) needed, and their availability in the local/district during regular school days and hours.

BC TEACHERS' FEDERATION

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Vancouver, BC Canada V5Z 4P2

BCTF.ca | 604-871-2283



Once the TIP project application is approved, BCTF TIP facilitators will be assigned to help guide participants with the inquiry process in six half-day sessions: introduce the teacher inquiry process; develop and refine an inquiry question; research and collect data pertaining to the inquiry question; synthesize and analyze the findings; plan, prepare, and finalize the project; share, present, and celebrate the inquiry project process.

Responsibilities of the TIP lead coordinator:

- **Co-ordinate the following**
 - include a minimum of six and maximum of 12 participants in the inquiry project
 - work with the BCTF TIP facilitator to determine dates for the six sessions including meeting location(s) and space(s)
 - provide technology equipment and photocopies of materials needed by the BCTF TIP facilitator(s)
 - assist in co-ordinating transportation of the TIP facilitator(s) to and from the venue if needed (mileage will be reimbursed).
- **Organize the final celebration event to share the group's inquiry**
 - invite local and district communities (e.g., local president, superintendent, school trustees, and teachers) to an event to celebrate the work of the TIP participants.
- **Upon completion of the teacher inquiry**
 - collect and submit the TIP project summary from the celebration event to the BCTF, which may be shared on the BCTF TIP website upon consent (inquiry summaries may be a PowerPoint, report document, video or audio recording, multimedia, etc.)
 - submit feedback on the teacher inquiry and a breakdown of the budget expenditures to Daniel Shiu at the BCTF: dshiu@bctf.ca.

Responsibilities of the BCTF TIP facilitator:

- Contact the lead coordinator when the TIP has been approved.
- Plan and organize the meeting agenda for each inquiry session.
- Facilitate each of the six inquiry sessions.

Key dates and application process:

1. **By Friday, October 9, 2026**, the lead coordinator should have contacted Daniel Shiu at the BCTF by phone at 604-871-1821 or toll-free at 1-800-663-9163, local 1821, or email dshiu@bctf.ca to assist in the application process and discuss the proposed inquiry topic.
2. Fill in Part A, including the names of the participants (minimum of six and maximum of 12), and submit it to the local professional development chair and local president for approval.
3. **By Monday, October 26, 2026 (5:00 p.m.)**, the local (professional development chair or president) should have submitted the approved application form to TIPapplications@bctf.ca.
Please do not send it to BCTF staff.
4. For approved TIP applications, lead coordinators will be contacted and expected to attend a virtual meeting after school in November, during which BCTF staff will provide additional information about the TIP process and related logistical procedures.

Part A

Name of person submitting this proposal (lead coordinator—teacher who initiates the inquiry):

Local: _____ District: _____

Current assignment of lead coordinator: _____

Email: _____ Daytime phone: _____

- ☐ **I acknowledge and understand the purpose and process of the BCTF TIP and have contacted Daniel Shiu (dshiu@bctf.ca, 604-871-1821, or toll-free 1-800-663-9163 ext. 1821) prior to submission.**

Please list the names of all inquiry participants including the lead coordinator (minimum of six and maximum of 12 people; accommodation for participant numbers will be considered upon request).

	Name	Position and School, District, or Local
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____

Provide details to the following questions (if more space is needed, please send an attachment with the application form):

1. **Focus:** What topic would your group like to explore?

2. **Rationale:** Why does your group want to explore the above topic(s)? Include specific subject(s) or grade level(s) on which the inquiry will focus.

3. **Explanation:** Explain briefly how the proposed topic may address pedagogical questions affecting the practice of teaching and/or the teaching profession.

4. **Supports:** What protocols and contacts are needed to support the inquiry (e.g., cultural, safety, well-being)?

Part B

Funds provided from the Local: \$_____

Funds provided from the school district: \$_____

Total matching fund(s): \$_____

Information on additional grant funding for small locals

Teacher Inquiry Program grant for small locals

- Small locals with fewer than 160 FTE members that have limited access to the employer portion of matched funding for the Teacher Inquiry Program are eligible to apply

Grant amount

- One-third of current TIP grant (\$7,500): \$2500
- Up to six locals per year may be awarded the grant

Check here to have your application considered for the additional grant for small locals ☐

Professional Development Chair's name: _____

Professional Development Chair's signature: _____

Local President's name: _____

Local President's signature: _____

Submission Due: Monday, October 26, 2026 (5:00 p.m.)

Applications will be considered and reviewed by BCTF staff and the BCTF full-time table officers. Selection will be made based on a variety of criteria including the following: topic/rationale, geographic balance, and a commitment to the inquiry process. Once approved, the BCTF will notify the local president, professional development chair, and lead coordinator, and will assign TIP facilitators to help guide the participants through the inquiry process.

For further information on the Teacher Inquiry Program or assistance in the application process, please contact Daniel Shiu at the BCTF by phone (604-871-1821) or toll-free at 1-800-663-9163, local 1821, or email (dshiu@bctf.ca).

For BCTF use only

Date: _____ Grant \$ _____

Signing authority _____

Director of PSID or designate

Program Co-ordinator

Full-Time Table Officer

Copy to Meenu Purewal, Treasurer's Office, upon approval.