



NCTA MINI-GRANT INFORMATION SHEET

One of the benefits of taking the Pitt NCTA seminar is that you will receive a Mini-Grant in the form of \$100 worth of educational materials that NCTA will order for you. As you will see below, you can customize the educational materials you would like us to purchase for you, or you may select a “Pre-Approved” standard set of items that Pitt NCTA has already identified as being useful for educators.

Your NCTA seminar leader will send you the link for the NCTA Mini-Grant Request Form, which you will use to make your selections. **Please review this document carefully** before submitting your Mini-Grant request. If you have any questions about the Mini-Grant process, please ask your seminar leader or email Pitt NCTA Assistant Director Patrick Hughes at hughespw@pitt.edu

Here are the two options for the Pitt NCTA Mini-Grant:

OPTION 1: CUSTOMIZED MINI-GRANT SET

This Mini-Grant option allows you to select all the items that you think would be most appropriate for your school or classroom. Once you complete the NCTA Mini-Grant Request Form (the link for which will be provided by your seminar leader) and your order has been approved by your seminar leader and the Pitt NCTA Director, we will order the materials for you.

Important considerations for a Customized Mini-Grant set:

1. Items should total a maximum of \$100 excluding shipping.
2. Materials requested must be on **East Asia (China, Japan, the Koreas, Taiwan and Vietnam)** (NOT Eligible for funding: materials on Asian Americans or immigrants to the U.S., Asian diaspora outside of the geographic area of Asia, and not materials on South or Southeast Asia); this is a requirement by the funder.
3. Materials requested should be for the benefit of your classroom needs and your entire school.
4. Materials requested should demonstrate some relationship to the material and information you covered in your seminar, or material you plan on teaching.
5. Please only request **new** items (used books end up costing more due to shipping charges).
6. Perishable materials (paper, for example) should **not** be ordered. Please order permanent materials. For example: order calligraphy brush sets and magic paper rather than paper that would be used only once.
7. Please remember that materials for teaching about East Asia vary widely in quality. Not all materials maybe approved for purchase through this grant.

To help guide you on which materials you may want to select, here are a few reliable sources:

1. Consult with your NCTA seminar leader, who may be able to suggest some excellent resources.
2. The University of Pittsburgh’s *East Asia Gateway for Linking Educators* (EAGLE) is an online resource designed to create a community of educators who can share information about

appropriate materials for their students. You are encouraged to rate and review materials on the website in addition to consulting the website for your Mini-Grant application. **Note:** *the website is NOT intended to contain only approved teaching materials; it also contains teaching materials that are substandard or not usable for some reason.* Ratings and reviews should give you an idea of what is a good teaching material and what others have rated as poor or only usable in certain situations. In other words, the website is designed to give educators a better idea of what materials your colleagues have recommended or not recommended. Please go to the following URL: <http://www.eagle.pitt.edu/>

3. The national NCTA website has a listing of resources that may be helpful in identifying some materials for your Mini-Grant: <http://nctasia.org/resources/>
4. Asia for Educators also has a database of recommended teaching materials: <http://afe.easia.columbia.edu/>

OPTION 2: PRE-APPROVED MINI-GRANT SETS

You may choose one of the Pre-Approved Mini-Grant Sets appropriate for the grade level you teach. The current list can be found on our website at <http://www.ucis.pitt.edu/ncta/minigrants.html> Once you complete the NCTA Mini-Grant Request Form (the link for which will be provided by your seminar leader) and your order has been reviewed by your seminar leader, we will order the materials for you.

Note: if you do NOT want one of the items in the set but want everything else, you will need to enter all requested items using the Custom Mini-grant option.

Important Consideration: two teachers from the same school should not select the same set. Teachers should check with any previous NCTA alumni at their school to make sure that the materials from whatever sets they order are not duplicating materials the school already has. You always have the option to create a customized list that better meets your needs and the needs of your school (Option 1 above).

Information about the items within the sets can be found on the EAGLE (<http://www.eagle.pitt.edu/>), where you will find full descriptions of the items and reviews by other teachers.