

NYS Albert Shanker Grant Funding Candidate Frequently Asked Questions

*New York State Education Department: NYSED

*National Board for Professional Teaching Standards: NBPTS

The NYS Albert Shanker grant for National Board Certification from NBPTS **fully funds in the following order of priority:**

- candidates seeking their first certification, **or**
- retake of **one** component **or**,
- Maintenance of Certification (MOC) from NBPTS.

New Candidates:

How do I start?

1. **Apply to become a candidate at the [National Board website](#)** and register as a candidate (a \$75 dollar fee).
 1. **REQUIREMENT:**
 2. Select permission for **Third party release** on your National Board application. This is necessary for NYSED to confirm application and process. NYSED is the third-party payer in this process.
2. You will receive confirmation on screen for the registration transaction from NBPTS.
3. **On the Albert Shanker Grant webpage in Candidate Application Process: Complete the on-line application [NYSED Albert Shanker Grant](#)**
 1. Include your name on your NYSED TEACH account and your NYS Teacher ID in the [online application](#).
 2. submit copy of the NBPTS Registration receipt,
 3. Complete the Candidate Tenure Attestation Form

Do I need to currently hold tenure to apply?

- Yes. Eligibility requirements state a teacher must hold tenure in their **current position** to apply for the grant. The tenure cannot be something they are waiting to receive at the time of Shanker application, even if they have been previously tenured in another district in NYS.
- It is required to submit the [Tenure Attestation Form](#) with the application for the grant.

How will I know if Albert Shanker funds are still available this year?

- Funds are available, unless **noted in bold on the webpage**, until the close of the application period.

Do I have to pay for all four components?

- Candidates are required to pay for their registration with NBPTS. The Albert Shanker Grant will fund the components for the length of the NBPTS certification process of up to three years.

Due to NBPTS' changes in purchasing components, please note the important following information.

- Once notified by NYSED you have been awarded the grant, the Shanker grant funds may take up to 10 days to post in your account with NBPTS.

- National Board has changed the payment process for third party funded candidates awarded the NYS Albert Shanker Grant. Two important resources from NBPTS with candidate information:
 - [Third-Party Payer Funding FAQs For Candidates](#)
- Scroll down to “Applying Third Party Funds”
 - [Applying Third-Party Paying Funding](#)
- **Only complete the section for “Full Funding” on NBPTS’**

Once my online Albert Shanker grant application is complete:

What documentation do I need to submit to NYSED?

- Copy of Registration fee paid
- Tenure Attestation Form

It is required to email the copies of the above documents to: shankergrant@nysed.gov

Submit the copies of the **Registration** receipt from NBPTS (registration fee \$75) and the **Tenure Attestation Form** as indicated in the [submission requirements](#)

How do I submit these documents?

By [email](#).

Shankergrant@nysed.gov

- Scan and attach the copy of the Registration Receipt
- Attach a completed and signed Tenure Attestation Form
- Email to shankergrant@nysed.gov email.

*Please include your full name and contact information in the body of the email. Note that only the format listed above is accepted for application.

What email should I use on my application?

- Please include your personal email in the [online application](#).

Will I be notified once I submit the required documents to NYSED?

- Yes, you will receive an email notifying you that your documents have been received when your application is reviewed for processing.
- If the submission is **incomplete, you will receive an email detailing the issue(s)** with the submission.

What is the “third party release” and how do I complete the release?

- The Third party release is a statement which allows other parties (in this case NYSED) to fund certification. Third-Party release is a **REQUIREMENT** to receive grant funding. It must be selected with NBPTS for NYSED to confirm your application and process.
- The Guide to National Board Certification reads: [NBPTS Guide to National Board Certification](#) *The Agreement tab also allows you to elect to have your name released to third-party agencies that may provide incentives, support and rewards for teachers seeking National Board Certification. **This election is necessary if you wish to request funding***

from a third party. Note: You MUST select 'yes' to all policies in order to continue with the registration process.

How will I be notified if I have received the grant?

- You will receive an email from NYSED with notification of the grant award.

What happens if I have received the Shanker grant and I cannot continue the National Board process?

- You may withdraw from the certification process.
 - **1. It is required to contact National Board and officially withdraw by the withdrawal date they have determined. This may be found on the National Board website.**
 - **2. you must notify NYSED** at the shankergrant@nysed.gov email address.
- You are required to repay any Shanker funding spent.
- The regulations state: *An eligible teacher for whom the state pays a participation fee shall be liable for repayment of the grant to the department if such eligible teacher:*
 - (a) does not complete the process; or
 - (b) completes the process but does not teach in a New York state public school for at least one full year after achieving National Board for Professional Teaching Standards certification.

If I withdraw from the National Board process and received the Shanker grant, am I eligible to apply for the Shanker grant again?

- **Yes**, only if you withdrew prior to using grant funding to purchase any additional components.
- **No**, if you have used the Shanker funding to purchase any components.

Can I apply and receive the Shanker Grant a second time to cover retakes, renewal, Maintenance of Certification, or a second certification?

- **Yes as follows:**

An eligible teacher may apply to receive grant award funds to cover costs associated with the following types of applications:

- (1) an initial application to the National Board for Professional Teaching Standards for national board certification;
- (2) a one-time retake of the application process to obtain national board certification; or
- (3) to pursue a Maintenance of Certification.

In the event there is insufficient funding to cover all eligible applicants, the order of priority for administering funds will be as follows:

1. first time applicants.
2. applicants who retake one or more components for the first time;
3. applicants who pursue Maintenance of Certification.

Candidates continuing in the process who received the Albert Shanker Grant in a previous cycle:

Do I need to pay a National Board registration fee every year?

- Yes, you need to register with NBPTS annually every year of candidacy. This \$75 fee is not covered by the NYSED Shanker grant and is REQUIRED prior to purchasing any component.

How do I “purchase” the component(s) I want to do this year using my Shanker award?

- First, as referred to in the Guide to National Board Certification you must have allowed third party release.
- Due to NBPTS’ changes in purchasing components, please note the important following information on purchasing components can be found in the following resources (also found on page 1 of this FAQ):
 - [Third-Party Payer Funding FAQs For Candidates](#)
 - [Applying Third-Party Paying Funding](#)

*Note that NBPTS purchasing system is subject to change. Always check the NBPTS website for updated information on purchasing components.

[National Board](#)

What if I have a question or issue with purchasing components with NBPTS?

- Contact NBPTS: [NBPTS Candidate Support](#)

What if I have a question about the NYS Albert Shanker grant?

- Contact: shankergrant@nysed.gov