



TEACHER AS RESEARCHER GRANT

GUIDELINES FOR 2012 AWARD YEAR

The International Reading Association's Teacher as Researcher Grant is one of three grant programs for teachers who conduct research inquiries in their classrooms. The Teacher as Researcher Grant supports teachers in their inquiries about literacy and instruction. Grants can be awarded up to US\$4,000, although priority will be given to smaller grants (e.g., US\$1,000 – US\$2,000) in order to support as many teacher researchers as possible.

Teacher as Researcher Grant studies may be carried out using any research method or approach so long as the focus is on reading/writing or literacy. Activities such as developing new programs or instructional materials are not eligible for funding unless these activities are necessary for conducting the research.

Upon completion of the study, the findings must be disseminated in the form of an article or conference presentation at the International Reading Association Annual Convention. Recipients should take this into consideration when constructing the budget. Recipients will be contacted by the Research Division to fulfill this obligation.

- **Eligibility.** All applicants must be members of the **International Reading Association (IRA)** and practicing pre-K–12 teachers with full time or permanent half time teaching responsibilities (includes librarians, Title I teachers, classroom teachers, and resource teachers). Classroom teachers will be given preference. Applicants may apply as a collaborative group or individually. Applicants may apply for more than one IRA research grant. However, applicants are limited to one research award per year. There must be a span of three years before past grant recipients can apply for another Teacher as Researcher grant.
- **Deadline.** Proposals must be received by **November 1, 2011; 6:00 PM PST**. Electronic submissions are required. If this presents a hardship, please contact Marcella Moore at research@reading.org.
- **Completion of Projects.** Projects must be completed within two years of the award date. An interim report is due to the Teacher as Researcher Committee midway through the research and a final report upon the project's completion.

How to Apply:

- Complete your proposal online using a web-based grant management system (Nimble Net) from the IRA website at http://www.reading.org/Resources/AwardsandGrants/research_teacher_as_researcher.aspx.
- **DO NOT** include the applicant's name, institutional affiliation, or any other personal information that will identify the applicant on any part of the proposal other than the Profile page. The grant competitions will be conducted as a blind review.
- Do not exceed maximum character requirement. Spaces and punctuation are included in the total count.

- Complete all editing before submitting your proposal. You will not be able to edit your proposal after it has been submitted.

Creating a Profile. All applicants including any co-applicants must create a profile by providing the following information in the system. If you are a returning applicant, you should view or edit your profile to make sure it's current.

- User name and password
- First and last name
- Mailing address
- Phone number and e-mail address
- Institutional affiliation and position/title
- IRA member number (located on the mailing label of your IRA publications or you can contact customer service at (302) 731-1600 or e-mail at customerservice@reading.org).
- Eligibility questions for all IRA research grant programs (to determine which grants you can apply) for the available IRA grant programs). Check only questions apply to you.
 1. Are you undertaking a research dissemination project?
 2. Are you a graduate student?
 3. Do you have at least three years of preK-12 teaching experience?
 4. Have you received a doctorate degree or its equivalent within the past five years?
 5. Do you work outside of the US and Canada?
 6. Are you a preK-12 Teacher?
 7. Are you undertaking a teacher-initiated research project?

Application Data

- Short title
- Short summary (2-3 sentences on purpose, method, significance)
- Requested amount from IRA (up to \$4,000 in U.S. dollars)
- What research methods will be used? (correlational, descriptive research, ethnography, experimental/quasi-experimental, historical, literature review, meta-analysis/quantitative research synthesis, naturalistic/case study, single, subject survey, time series analysis, other)
- What grade/age levels will your research cover?

Co-applicant (if any). Primary applicant will need to provide co-applicant's name, organization, and e-mail address in the application system. Then the co-applicant must log on the system to create a profile and meet eligibility requirements to be considered for this grant. The co-applicants will not be able to edit the application—only to view it.

Project Description

- Full project title (150 characters maximum)
- Abstract- Describe the purpose, method, and potential significance of the proposed research (700 characters maximum).
- Proposed support start date (mm/dd/yyyy)
- Proposed support end date (mm/dd/yyyy)

Research Description. The description of the proposed research should be as specific as possible.

- a. Role of Teacher Researcher (3,000 characters maximum)
 - Describe your role as a teacher researcher.
 - How will you benefit specifically as a teacher researcher?
 - How did you become interested in this question?
 - What do you already know about the question from any professional literature and from your own experiences that will help you with the project? (please include citations)
 - How will you as a teacher researcher, your students, and the broader school community benefit from this research?

- b. Rationale - provide a purpose and background for your study (2,000 characters maximum).
 - Describe your teaching context (e.g., school setting, community, classroom environment). What role do you play in this context and what is the nature of your role as a teacher researcher?
 - What is the question or issue as a teacher researcher that drives your proposed inquiry?

- c. Research Methods - describe the research methods you will employ in your study
 - What are you proposing to do in your classroom that will help you explore your question? (500 characters maximum)
 - What forms of documentation do you plan to use as part of your inquiry (e.g., journals, student work samples, video and/or audio recordings)? Be specific about what will be done and how this documentation will help guide your inquiry (500 characters maximum).
 - How will you organize, reflect on, and analyze data? Be specific about how you will examine your data (e.g., qualitative, case study) and generate categories (500 characters maximum).
 - Will you be working on your own or with colleagues? If the latter, explain their contribution (250 characters maximum).

- d. Dissemination - describe ways you see yourself sharing the results of your inquiry with colleagues and members of the International Reading Association (e.g., journal articles, workshops, conference presentations). Be specific.
 - What will you be able to change in your classroom as a result of your research? (750 characters maximum)
 - In what ways will you share the results of your inquiry with colleagues and members of the International Reading Association (e.g., journal articles, workshops, and conference presentations)? (750 characters maximum)

- e. Timeline - include a calendar indicating when you expect your inquiry to be completed. List on the calendar dates for data gathering, data analysis, and reporting activities (1,000 characters maximum)

Budget. The following guidelines should be considered when describing and explaining the rationale for each budget line item that will be used for your project. Institutional overhead or indirect costs will not be covered under this grant (200 characters maximum for each item).

Personnel: Salaries of principal investigators or release time for faculty will NOT be funded. Personnel costs may include expenses for research assistants, observers, interviewers, informants, subjects, and transcriber. A consultant for a specific, clearly stated purpose may be appropriate but needs to be justified.

Materials: No permanent equipment may be purchased under this grant. However, reasonable rental fees (subject to approval by IRA) for equipment are an acceptable expense. Materials such as tests, tapes, or consumable materials are reasonable expenses.

Travel: Expenses for travel connected with data collection are appropriate. Expenses *for presenting the research* will be restricted to registration and travel (e.g., plane, auto).

Computer: Expenses for the **use** of the computer for data collection and data analysis are appropriate. Any cost incurred in writing programs for the computer should be justified.

Office Expenses: Office supplies, rental of office equipment, and duplicating costs may be reasonable expenses.

Clerical Support: Costs for typing of materials, reports, etc. should be within the range of usual typing rates at your institution.

Other: Additional costs for related expenses or sources of outside project-related funding (if any). Be sure to provide explanation of other.

Advisor Contact Information. Provide contact information for the major advisor, dean or department head. IRA will send a letter announcing the award.

School Official. Provide contact information for the school official who can verify employment status and permission to conduct research.

References. Attach two letters of reference with complete contact information. One letter must be from an appropriate administrator granting permission to conduct the research. The other letter must be from a professional colleague who will be available to discuss the research and offer encouragement and support. Persons writing recommendation letters must include their contact information such as mailing address, phone number and email address. Do not use the applicant's name in the letters; however, include the applicant's project title. *Accepted file types of letters are: doc, xls, pdf, zip, and rtf (4096 KB maximum).*

Review Your Application

Review and edit your proposal before you click on "Submit," **You will not be able to update or edit your proposal after you submit it.** You will be informed if your application encountered

any errors. After you click 'Submit', you will receive an e-mail receipt confirmation of your submission for this grant competition.

Review Procedures and Evaluation Criteria

Applications will be reviewed by the Studies and Research: Teacher as Researcher Subcommittee. Each proposal will be assigned to three reviewers. Proposals will be blind reviewed. Recommendations for funding will be made to the International Reading Association Board of Directors for final approval. All applicants will be notified of the outcome and copies of reviews provided in February.

Proposals will be judged on the following criteria.

A. Role of Teacher: 35 points

- Describe your role as a teacher researcher. (10 points)
- How will you benefit specifically as a teacher researcher? (5 points)
- How did you become interested in this question? What do you already know about the question from professional literature and from your own experiences that will help you with the project?
Evaluation: strong connections to classroom experiences and to the literature (15 points).
- How will you as a teacher researcher, your students, and the broader school community benefit from this research?
Evaluation: clear examples of how the project will be beneficial (5 points)

B. Rationale for the Research: 10 points

- Describe your teaching context (e.g., school setting, community, classroom environment).
Evaluation: clear description (5 points)
- What is your question or issue as a teacher researcher that drives your proposed inquiry?
Evaluation: clear focus (5 points)

C. Research Methods: 30 points

- What are you proposing to do in your classroom that will help you explore your question?
Evaluation: detailed description (10 points)
- What forms of documentation do you plan to use as part of your inquiry (e.g., journals, student work samples, video and/or audio recordings)? Be specific about what will be done and how this documentation will help guide your inquiry.
Evaluation: clear presentation of documentation methods (10 points)
- How will you organize, reflect on, and analyze data? Be specific about how you will examine your data (e.g., qualitative, case study, generate categories).
Evaluation: clear description of plans for examining data (10 points)

D. Impact and Dissemination: 10 points

- What will you be able to change in your classroom as a result of your research? (5 points).
- In what ways will you share the results of your inquiry with colleagues and members of the International Reading Association (e.g., journal articles, workshops, and conference presentations)? Be specific.
Evaluation: potential for impact and broad sharing (5 points)

E. Timeline: 5 points

- Include a detailed timeline.

F. Budget: 5 points

- Include a budget.

G. Reference Letters: 5 points

- Include two letters of reference.

Grant Recipient Requirements

Recipients will be expected to file an interim report giving an update on their research study approximately 10 – 12 months after the start of the project. The final report in the form of a manuscript or a conference presentation must be completed no later than two years following the award date. The report is submitted to the Research Division at Association Headquarters.

Disbursement of Funds

The funds will be distributed in three payments. If you are awarded \$4,000, the first installment of \$1,800 will be disbursed after July 1st, the beginning of IRA's fiscal year. The second installment of \$1,800 is disbursed when an interim report is submitted and the third installment of \$400 is disbursed when a final report is submitted for travel allowance to present your research findings at IRA convention. Travel funds must be included in the proposal budget.

Please refer any questions about your proposal or this grant to Marcella Moore at research@reading.org.

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Teacher as Researcher Grant
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