

# NCTM PARTNER AFFILIATE Grant—Cummins Deadline: Postmarked by June 1, 2014

## 2014-2015 Guidelines

### ***Kenneth B. Cummins Grant (for Partner Affiliates)***

*The Kenneth B. Cummins Fund is the result of contributions initially donated by Dr. Cummins and the Ohio Council of Teachers of Mathematics. Dr. Cummins was an outstanding mathematics educator from Ohio and the award is to be given to an exceptional Affiliate grant proposal. The Cummins Grant amount is for up to \$3000.*

### **Purpose**

The Mathematics Education Trust (MET) Board of Trustees, based on the recommendation of the Affiliate Services Committee (ASC), awards the Kenneth B. Cummins Grant to an NCTM Partner Affiliate. The purpose of the Cummins MET-funded grant is to support efforts of Partner Affiliates to serve mathematics teachers by—

- ☒ supporting the foundational priorities of the National Council of Teachers of Mathematics and the goals of the Affiliate;
- ☒ promoting creative projects that help make NCTM and its Affiliates be more visible to the public and educational partners; or
- ☒ building membership and revenues.

### **Criteria**

Applications will be judged based on the following criteria:

- ☐ Is the Affiliate “In Good Standing”
- ☐ This project addresses a significant need in your mathematical community.
- ☐ The project addresses an NCTM foundational priority.
- ☐ The project is creative or innovative.
- ☐ The goals, objectives, activities, and implementation plan of the project are clear.
- ☐ Criteria for assessing the effectiveness and impact of the project are included.
- ☐ The grant application is complete, including a DETAILED itemized budget.
- ☐ The project is cost-effective for the number of participants and its potential impact.
- ☐ The proposal includes a statement that the final report for the grant will be submitted upon completion of the project. (Failure to provide a final report will result in the request for reimbursement of grant funds.)
- ☐ The president’s signature is on the application.
- ☐ The Grant Contact signature is on the application.
- ☐ The application indicates how NCTM support will be acknowledged.
- ☐ The proposal includes how the Mathematics Education Trust will be acknowledged for its contributions.

### **Notes to Applicants**

- ☒ The deadline for applications will be strictly adhered to in order to support thoughtful and timely committee consideration.
- ☒ Applicants must agree to submit the Grant Final Report Form (available online in the Affiliate section of the NCTM Web site) upon completion of the project. Failure to provide a final report will result in the request for reimbursement of grant funds.
- ☒ Applications for repeat projects by the same Affiliate will not be considered.
- ☒ Applications will not be considered for activities that have already commenced or occurred.
- ☒ Affiliates will need to repay any funds not used for the proposed grant project.
- ☒ “Grant Writing Guidelines and Tips” and a scoring rubric are available online in the Affiliate section of the NCTM Web site.
- ☒ Your ASC representative can assist with the application process by providing feedback and suggestions. Please take advantage of this service by contacting him/her well before the application deadline.
- ☒ Consider using NCTM materials when possible.

# NCTM PARTNER AFFILIATE Grant—Cummins Deadline: Postmarked by June 1, 2014

## 2014–2015 Application

*Please refer to the 2014–2015 Partner Affiliate Grant—Cummins Guidelines when completing this application.*

**TITLE OF PROJECT:** \_\_\_\_\_

Application Date: \_\_\_\_\_

Affiliate Name: \_\_\_\_\_

Start date of project: \_\_\_\_\_ Completion date of project: \_\_\_\_\_

### GRANT CONTACT PERSON

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Affiliate Office Held: \_\_\_\_\_

### AFFILIATE PRESIDENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Send correspondence to ☐ GRANT CONTACT PERSON ☐ AFFILIATE PRESIDENT

Affiliate Services Committee Regional Representative: \_\_\_\_\_

Grants will be awarded based on the following components: Answer the following questions on separate paper. Label each answer. (See the attached Scoring Rubric.)

<b>AFFILIATE STATUS</b>	Is your Affiliate In Good Standing?
<b>RATIONALE</b>	What need is to be addressed? What NCTM foundational priority does the project address? How is the project creative or innovative?
<b>GOAL(S)/OBJECTIVES</b>	What are the goal(s) and objectives of this project?
<b>DESCRIPTION</b>	What are the components and implementation plans for this project? Include a timeline describing when the activities of each project will occur.
<b>EVALUATION</b>	What criteria/data will be used to assess the effectiveness and impact of this project? For example, Affiliate could use interviews, checklists, questionnaires, etc., for evaluation purposes.
<b>BUDGET</b>	Attach a budget (maximum \$3000) indicating all anticipated expenses and revenues, as well as any other source(s) of funding for this project such as cost sharing by the Affiliate, if applicable. Budget items must not include food or drink. Show how the project is cost-effective for the number of participants and its potential impact. Make sure this document includes an explanation of expense assumptions or estimations to support the stated budget.
<b>ACKNOWLEDGMENTS</b>	Include how the Mathematics Education Trust will be acknowledged for its contribution. Indicates how NCTM support will be acknowledged.
<b>FINAL REPORT</b>	Include an agreement to provide a final report upon completion of the grant.

Send your completed proposal to Affiliate Services at NCTM Headquarters.

**GRANT CONTACT SIGNATURE**

**AFFILIATE PRESIDENT SIGNATURE**

\_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

# NCTM ASSOCIATE AFFILIATE Grant Deadline: Postmarked by June 1, 2014

## 2014–2015 Guidelines

The **Associate Affiliate Grant** is an award up to \$2000 for an exceptional grant proposal.

### Purpose

The Mathematics Education Trust (MET) Board of Trustees, based on the recommendation of the Affiliate Services Committee (ASC), awards this grant to an NCTM Associate Affiliate. The purpose of the MET-funded grant is to support efforts of Associate Affiliates to serve mathematics teachers by—

- ☒ supporting the foundational priorities of the National Council of Teachers of Mathematics and the goals of the Affiliate;
- ☒ promoting creative projects that help make NCTM and its Affiliates be more visible to the public and educational partners; or
- ☒ building membership and revenues.

### Criteria

Applications will be judged based on the following criteria:

- ☐ Is the Affiliate “In Good Standing”
- ☐ This project addresses a significant need in your mathematical community.
- ☐ The project addresses an NCTM foundational priority.
- ☐ The project is creative or innovative.
- ☐ The goals, objectives, activities, and implementation plan of the project are clear.
- ☐ Criteria for assessing the effectiveness and impact of the project are included.
- ☐ The grant application is complete, including a DETAILED itemized budget.
- ☐ The project is cost-effective for the number of participants and its potential impact.
- ☐ The proposal includes a statement that the final report for the grant will be submitted upon completion of the project. (Failure to provide a final report will result in the request for reimbursement of grant funds.)
- ☐ The president’s signature is on the application.
- ☐ The Grant Contact signature is on the application.
- ☐ The application indicates how NCTM support will be acknowledged.
- ☐ The proposal includes how the Mathematics Education Trust will be acknowledged for its contributions.

### Notes to Applicants

- ☒ The deadline for applications will be strictly adhered to in order to support thoughtful and timely committee consideration.
- ☒ Applicants must agree to submit the Grant Final Report Form (available online in the Affiliate section of the NCTM Web site) upon completion of the project. Failure to provide a final report will result in the request for reimbursement of grant funds.
- ☒ Applications for repeat projects by the same Affiliate will not be considered.
- ☒ Applications will not be considered for activities that have already commenced or occurred.
- ☒ Affiliates will need to repay any funds not used for the proposed grant project.
- ☒ “Grant Writing Guidelines and Tips” and a scoring rubric are available online in the Affiliate section of the NCTM Web site.
- ☒ Your ASC representative can assist with the application process by providing feedback and suggestions. Please take advantage of this service by contacting him/her well before the application deadline.
- ☒ Consider using NCTM materials when possible.



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# NCTM ASSOCIATE AFFILIATE Grant Deadline: Postmarked by June 1, 2014

## 2014–2015 Application

*Please refer to the 2014–2015 Associate Affiliate Grant Guidelines when completing this application.*

**TITLE OF PROJECT:** \_\_\_\_\_

Application Date: \_\_\_\_\_

Affiliate Name: \_\_\_\_\_

Start date of project: \_\_\_\_\_ Completion date of project: \_\_\_\_\_

### GRANT CONTACT PERSON

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Affiliate Office Held: \_\_\_\_\_

### AFFILIATE PRESIDENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Send correspondence to ☐ GRANT CONTACT PERSON

☐ AFFILIATE PRESIDENT

Affiliate Services Committee Regional Representative: \_\_\_\_\_

Grants will be awarded based on the following components: Answer the following questions on separate paper. Label each answer. (See the attached Scoring Rubric.)

#### AFFILIATE STATUS

Is your Affiliate In Good Standing?

#### RATIONALE

What need is to be addressed? What NCTM foundational priority does the project address? How is the project creative or innovative?

#### GOAL(S)/OBJECTIVES

What are the goal(s) and objectives of this project?

#### DESCRIPTION

What are the components and implementation plans for this project? Include a timeline describing when the activities of each project will occur.

#### EVALUATION

What criteria/data will be used to assess the effectiveness and impact of this project? For example, Affiliate could use interviews, checklists, questionnaires, etc., for evaluation purposes.

#### BUDGET

Attach a budget (maximum \$2000) indicating all anticipated expenses and revenues, as well as any other source(s) of funding for this project such as cost sharing by the Affiliate, if applicable. Budget items must not include food or drink. Show how the project is cost-effective for the number of participants and its potential impact. Make sure this document includes an explanation of expense assumptions or estimations to support the stated budget.

#### ACKNOWLEDGMENTS

Include how the Mathematics Education Trust will be acknowledged for its contribution. Indicates how NCTM support will be acknowledged.

#### FINAL REPORT

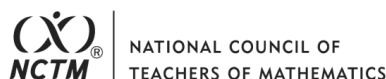
Include an agreement to provide a final report upon completion of the grant.

Send your completed proposal to Affiliate Services at NCTM Headquarters.

**GRANT CONTACT SIGNATURE**

**AFFILIATE PRESIDENT SIGNATURE**

Date: \_\_\_\_\_ Date: \_\_\_\_\_



# NCTM STUDENT AFFILIATE Grant Deadline: Postmarked by June 1, 2014

## 2014–2015 Guidelines

### Student Affiliate Grant

The Mathematics Education Trust (MET) has approved a grant for projects from NCTM Student Affiliates. The grant will be awarded in an amount up to \$1500.

### Purpose

The Mathematics Education Trust (MET) Board of Trustees, based on the recommendation of the Affiliate Services Committee (ASC), awards this grant to an NCTM Student Affiliate. The purpose of the MET-funded grant is to support efforts of Student Affiliates to serve mathematics teachers by—

- ☒ supporting the foundational priorities of the National Council of Teachers of Mathematics and the goals of the Affiliate;
- ☒ promoting creative projects that help make NCTM and its Affiliates be more visible to the public and educational partners; or
- ☒ building membership and revenues.
- ☒ increasing prospective teachers of mathematics' knowledge of the work of, and the resources available through, the National Council of Teachers of Mathematics.

### Criteria

Applications will be judged based on the following criteria:

- ☐ Is the Affiliate “In Good Standing”
- ☐ This project addresses a significant need in your mathematical community.
- ☐ The project addresses an NCTM foundational priority.
- ☐ The project is creative or innovative.
- ☐ The goals, objectives, activities, and implementation plan of the project are clear.
- ☐ Criteria for assessing the effectiveness and impact of the project are included.
- ☐ The grant application is complete, including a DETAILED itemized budget.
- ☐ The project is cost-effective for the number of participants and its potential impact.
- ☐ The proposal includes a statement that the final report for the grant will be submitted upon completion of the project. (Failure to provide a final report will result in the request for reimbursement of grant funds.)
- ☐ The president's signature is on the application.
- ☐ The Grant Contact signature is on the application.
- ☐ The application indicates how NCTM support will be acknowledged.
- ☐ The proposal includes how the Mathematics Education Trust will be acknowledged for its contributions.

### Notes to Applicants

- ☒ The deadline for applications will be strictly adhered to in order to support thoughtful and timely committee consideration.
- ☒ Applicants must agree to submit the Grant Final Report Form (available online in the Affiliate section of the NCTM Web site) upon completion of the project. Failure to provide a final report will result in the request for reimbursement of grant funds.
- ☒ Applications for repeat projects by the same Affiliate will not be considered.
- ☒ Applications will not be considered for activities that have already commenced or occurred.
- ☒ Affiliates will need to repay any funds not used for the proposed grant project.
- ☒ “Grant Writing Guidelines and Tips” and a scoring rubric are available online in the Affiliate section of the NCTM Web site.
- ☒ Your ASC representative can assist with the application process by providing feedback and suggestions. Please take advantage of this service by contacting him/her well before the application deadline.
- ☒ Consider using NCTM materials when possible.

# NCTM STUDENT AFFILIATE Grant Deadline: Postmarked by June 1, 2014

## 2014–2015 Application

*Please refer to the 2014–2015 Student Affiliate Grant Guidelines when completing this application.*

**TITLE OF PROJECT:** \_\_\_\_\_

Application Date: \_\_\_\_\_

Affiliate Name: \_\_\_\_\_

Start date of project: \_\_\_\_\_ Completion date of project: \_\_\_\_\_

### GRANT CONTACT PERSON

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Affiliate Office Held: \_\_\_\_\_

### AFFILIATE PRESIDENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Send correspondence to ☐ GRANT CONTACT PERSON ☐ AFFILIATE PRESIDENT

Affiliate Services Committee Regional Representative: \_\_\_\_\_

Grants will be awarded based on the following components: Answer the following questions on separate paper. Label each answer. (See the attached Scoring Rubric.)

<b>AFFILIATE STATUS</b>	Is your Affiliate In Good Standing?
<b>RATIONALE</b>	What need is to be addressed? What NCTM foundational priority does the project address? How is the project creative or innovative?
<b>GOAL(S)/OBJECTIVES</b>	What are the goal(s) and objectives of this project?
<b>DESCRIPTION</b>	What are the components and implementation plans for this project? Include a timeline describing when the activities of each project will occur.
<b>EVALUATION</b>	What criteria/data will be used to assess the effectiveness and impact of this project? For example, Affiliate could use interviews, checklists, questionnaires, etc., for evaluation purposes.
<b>BUDGET</b>	Attach a budget (maximum \$1500) indicating all anticipated expenses and revenues, as well as any other source(s) of funding for this project such as cost sharing by the Affiliate, if applicable. Budget items must not include food or drink. Show how the project is cost-effective for the number of participants and its potential impact. Make sure this document includes an explanation of expense assumptions or estimations to support the stated budget.
<b>ACKNOWLEDGMENTS</b>	Include how the Mathematics Education Trust will be acknowledged for its contribution. Indicates how NCTM support will be acknowledged.
<b>FINAL REPORT</b>	Include an agreement to provide a final report upon completion of the grant.

Send your completed proposal to Affiliate Services at NCTM Headquarters.

**GRANT CONTACT SIGNATURE**

**AFFILIATE PRESIDENT SIGNATURE**

Date: \_\_\_\_\_ Date: \_\_\_\_\_

# NCTM AFFILIATE GRANTS

## Scoring Rubric

Grant #: \_\_\_\_\_

GRANT CATEGORY: ☐ Cummins/Partner ☐ Associate Affiliate ☐ Student Affiliate

Affiliate: \_\_\_\_\_

Affiliate Status (Affiliate must be In Good Standing): \_\_\_\_\_

Grant Contact Person: \_\_\_\_\_

ASC representative: \_\_\_\_\_

		Required Criteria:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	President's signature
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Grant contact's signature
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Application indicates how NCTM support will be acknowledged
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Includes agreement to provide a final report upon completion of grant
All of the above must be present for the grant application to be further evaluated		

	Score
<b>1. Rationale</b> A. Clearly stated need that is to be addressed (maximum 5 points)	
B. Advances an NCTM foundational priorities (maximum 5 points)	
<b>2. Description</b> A. The goals, objectives, activities, and procedures are complete and clearly stated (maximum 10 points).	
B. The methodology is appropriate to achieve the stated goals (maximum 5 points).	
C. A clear, achievable, and complete timeline is provided (maximum 10 points).	
D. Includes a description of how the Mathematics Education Trust (MET) will be acknowledged for its contribution (maximum 5 points)	
<b>3. Project Evaluation and Dissemination</b> Includes criteria to be used to assess the effectiveness of the project (maximum 10 points)	
<b>4. Budget</b> A detailed budget is included with details of anticipated expenses and revenues, and other sources of funding for the project, if applicable; budget does not include expenses for food or drink (maximum 10 points).	

TOTAL EVALUATION SCORE: \_\_\_\_\_ (60 possible points)



NATIONAL COUNCIL OF  
TEACHERS OF MATHEMATICS

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TEL: (703) 620-9840, ext. 2104 | FAX: (703) 476-2970  
AFFILIATES@NCTM.ORG | WWW.NCTM.ORG

STRENGTHS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

WEAKNESSES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EVALUATOR: \_\_\_\_\_

Final Committee Evaluation and supporting comments:		<input type="checkbox"/> Approve <input type="checkbox"/> Reject <input type="checkbox"/> Approve Conditionally
If approved conditionally, list what needs to be done to be approved:		

Date Approved: \_\_\_\_\_

Maximum Amount: \_\_\_\_\_

Report Due Date: \_\_\_\_\_