



## MATHEMATICS EDUCATION TRUST

# Program of Mathematics Study & Active Professionalism Grant

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### PURPOSE:

The purpose of this grant is to provide financial support for teachers seeking to improve their understanding and appreciation of mathematics by completing course work in school mathematics content and pedagogy working toward an advanced degree, and taking an active professional approach toward teaching mathematics.

**SUPPORTED BY:** Lola J. May and Shirley M. Frye Fund

**GRADES:** PK–6

**GRANT AMOUNT:** Maximum of up to \$24,000

**DEADLINE:** May 1

### ELIGIBLE APPLICANTS:

- Currently teaching mathematics for at least 3 years and teaching at least 50% of the time in classroom(s) at the grades PK–6 level.
- Intending to continue teaching in the next school year.
- Past recipients of this grant are not eligible to re-apply.
- No person(s) may receive more than one award administered by the Mathematics Education trust in the same academic year.

### INDIVIDUAL AWARD OR ORGANIZATIONAL AWARD: Individual

Note: The Internal Revenue Service classifies scholarship payments in two ways: a non-taxable scholarship and a taxable scholarship. Awardees are responsible for reporting taxable scholarships and remitting any tax due with their personal income tax return. Additional information is available in IRS Publication 970, "Tax Benefits for Education" or from your tax professional.

### MEMBERSHIP REQUIREMENT:

The primary applicant must be a current (on or before the application deadline) Essential or Premium member of NCTM.

### GENERAL PROPOSAL INFORMATION:

- The proposal may outline a study plan for a one-year, a two-year, or a three-year program.
- The plan may take several forms, such as a multi-year sequence of summer(s) and evening course work, institutes, graduate programs in mathematics education, or leaves of absence.
- Proposals must address the rationale for the coursework and professional activity and the expected impact on teaching and student learning.
- The grant will advance funds to cover tuition, books, and other direct costs.

## AWARD APPLICATION INFORMATION

- The balance of the funds will be issued as a stipend upon submission of receipts and of an official transcript that demonstrates successful completion of the proposed mathematics course work. The intent of the balance of the grant is to provide funds so that the grantee can have the time to concentrate on this course work and professional activity. The grant may reimburse professional dues, conference attendance, childcare and such expenses pertinent to the proposed program.

### **PROPOSAL COMPONENTS:**

Use the components below to outline your proposal. See rubric for additional information.

#### **I. Proposal (Five pages maximum; single-space, 12 font, 1 inch margin)**

##### **A. Plan**

- Provide a detailed rationale of the relevance of the mathematics content to be studied as it relates to the teaching of mathematics in grades PK–6.
- Address rationale for how professional activity connects to the applicant's classroom teaching of mathematics and enhances the applicant's mathematical growth.
- Describe the course(s) you plan to take. Course content should relate to school mathematics and be appropriate for the applicants teaching level. Include institution name, institution location, full course title and catalog description and number of credits for each course.

##### **B. Outcomes**

Describe the expected impact on mathematics teaching and student learning.

#### **II. Budget (Two pages maximum; table format)**

- Include an itemized budget, presented in line-item table format.
- Be specific and justify line items. (Funds may be used for tuition, books, supplies, and other expenses related to achieving the goals of the proposal.)
- If the total budget for a proposed project is greater than the grant maximum, indicate clearly what the grant funds will cover and what additional funding sources might be available to complete the total budget.
- Outline how balance of the grant (limit 50% of total request per year) will be used to cover other expenses, such as professional dues, conference attendance, childcare and such expenses pertinent to the proposed program.

#### **III. Background and Experience**

- Provide one-page maximum, outline format preferred that includes:
  - Formal education: institution, type of degree, major, minor, and date each degree was granted.
  - Teaching experience related to this proposal. Indicate the school(s), teaching assignments, and other pertinent information, including continuing education and professional activities.
- Include an unofficial transcript(s) of undergraduate and graduate mathematics coursework already completed.

#### **IV. Letter of Support from Principal**

Include a one-page maximum letter that:

- Must be on official school letterhead and signed by the principal.
- Confirm the teaching status of the applicant and plans to teach next year.
- Indicate strong support for the proposal and the applicant's ability to accomplish it.

## AWARD APPLICATION INFORMATION

### **V. Letter of Support from Superintendent (Only necessary for a leave of absence)**

- Letter from superintendent must indicate that any leave of absence will be supported with continuance of district medical coverage for the applicant.

### **REPORT AND CONTINUATION REQUIREMENTS:**

- Awardees will be required to submit a brief report (two single-spaced pages) upon completion of each year of the plan.
- Multi-year grants are subject to an assessment of progress/completion on a yearly basis to determine the continuation of funding of the originally approved courses.

### **AWARD AND PAYMENT SCHEDULE:**

- Award notification will be made by early July.
- Tuition, books and other direct costs will be paid at the beginning of the plan each year.
- The balance of the funds for each year will be paid upon submission of the brief reports, verified expenses with receipts, and an official transcript that demonstrates successful completion of the approved courses.