

Deadline: May 01, 2020

**The online application portal for applying will open on December 1, 2019. The following information is provided to assist with your application planning only.**

## School In-Service Training Grants (9-12)

Supported by the [Clarence Olander](#) Fund and NCTM

Grades: 9-12

*"The funds for this grant provided the mathematics and science departments of our institution with an invaluable interdisciplinary training opportunity."*

~ (Rodney Finkley) **Alonzo Crim High School** , 2013-2014 Awardee

*Principles to Action: Ensuring Mathematical Success for All* (NCTM 2014) suggests that schools support sustained professional development that engages teachers in continual growth of their mathematical knowledge for teaching, pedagogical content knowledge, and knowledge of students as learners of mathematics (p. 114).

The purpose of this grant is to provide financial assistance to secondary schools for in-service education in mathematics. Grants are for a maximum of \$4,000 each will be awarded to secondary schools. Costs may include honoraria and expenses for consultants, materials, substitute time, and conference or workshop registrations. No funds may be used for staff travel or equipment. While this grant does not fund the purchase of technology, proposals including professional development involving the use of technology to enhance student learning are encouraged. Proposals must address the following: need, mathematics content, scope of the plan, other contributing sources of funding, number of teachers and students impacted, distribution of costs, urban-rural isolation, and multi-ethnic student body and its impact on performance.

Only schools with at least one current NCTM membership are eligible to apply for this grant. No school may receive more than one award administered by the Mathematics Education Trust in the same academic year. Past recipients of this grant are not eligible to reapply. Activities are to be completed between September 1, 2020, and August 31, 2021.

Interested schools are invited to submit a proposal.

View the scoring rubric. This rubric is used by reviewers to rate proposals and determine which proposals will be selected for funding.

### Requirements

#### I. General Information

- Complete all requested information on contact and eligibility information
- Must include NCTM member number

#### II. Proposal (Three pages maximum)

##### Plan

- Describe the need for plan.
- Proposed staff development including mathematics content, the number of teachers and students affected, the urban-rural isolation and multi-ethnic student body if appropriate and its

impact on performance.

- Explain the specific professional development plan and its staffing for meeting the identified needs.

#### **Outcome**

- Explain anticipated impact on project teachers and assessment plan to measure impact on project teachers.
- Explain how you expect to assess the project's impact on students' learning of mathematics content.

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

##### **No Indirect Costs.**

- Include itemized budget, presented in line-item table format.
- 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.*
- Costs may include honoraria and expenses for consultants, materials, substitute time, and conference or workshop registrations.
- No funds may be used for staff travel or equipment.
- No funds may be used to purchase technology.

#### **IV. Background and Experience**

- One-page maximum, outline format preferred.
- For participants list teaching assignments, and other pertinent information regarding current professional activities.
- Teaching experience related to this grant proposal.

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

- One-page maximum.
- Must be on official school stationery and signed by the principal.
- Confirm the teaching status of the applicants.
- Indicate strong support for the proposal and the school's ability to accomplish it.

#### **Final Report Requirements**

- Awardees will be required to submit a brief report (two to three double-spaced pages) and an itemized report of expenses.
- Three-fourths of the approved budget, not to exceed \$3,000, will be paid at the beginning of the project. The remainder will be paid on receipt of a final report and verified expenses (with receipts).

*The Mathematics Education Trust was established by the National Council of Teachers of Mathematics.*