



MATHEMATICS EDUCATION TRUST
Advanced Mathematics Education
Coursework Scholarship for Teachers (9-12)

PURPOSE

This grant provides financial professional learning support to improve competence in the teaching of mathematics by completing advanced coursework in mathematics education.

SUPPORTED BY: Carol A. Edwards Fund and NCTM

GRADES: 9-12

GRANT AMOUNT: Maximum of \$3,000 each

DEADLINE: November 1

ELIGIBLE APPLICANTS

- Persons who are currently teaching mathematics in grades 9-12 at least 50 percent of the school day and who have taught school mathematics for at least three years.
- A person may receive no 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.

AWARD TYPE: Individual

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:

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

GENERAL PROPOSAL INFORMATION:

- Advanced coursework in mathematics education may include graduate courses or senior-level undergraduate courses.
- **The primary emphasis should be on teaching mathematics to specific topics.**
- Mathematics coursework may also qualify if the applicant provides a suitable rationale.
- The proposal must address the following: goals and objectives of the professional development plan, description of course work, how course work will enhance the applicant's knowledge and competence in teaching mathematics, and the anticipated impact on students' learning.
- Project activities are to be completed between June 1 and May 31.

AWARD APPLICATION INFORMATION

PROPOSAL COMPONENTS:

Use the components below to outline your proposal. Use the rubric to check that you have met the criteria for the grant before submitting your proposal.

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

A. Plan

- Describe your professional learning plan in detail, including goals and objectives and address how the proposed project will improve your competence in teaching a specific mathematical topic.
- Provide a timeline for courses to be taken.
- Describe the course(s) you plan to take, including the *full course title, the catalog description*, and number of credits for each course.

B. Outcomes

- Describe how the coursework will impact your teaching and professional development.
- Explain the anticipated impact on 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 only.)
- 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.

III. Background and Experience

Provide one-page maximum vita, outline format preferred that includes:

- Formal education including the institution, type and date of degree, major, and minor.
- Teaching experience related to this grant proposal, the school(s) where you teach and have taught, teaching assignments, and other pertinent information, such as continuing education and professional activities.

IV. Letter of Support from Principal

Provide a one-page maximum letter from your principal that:

- Is written on official school letterhead and signed by the principal.
- Confirms the current and expected next year teaching status of the applicant.
- Indicates strong support for the proposal and the applicant's ability to accomplish it.

FINAL REPORT REQUIREMENT:

Awardees are required to submit a brief report (two single-spaced pages) outlining the insights and knowledge gained through the coursework experience(s) and an itemized report of expenses by the project deadline.

AWARD AND PAYMENT SCHEDULE:

- Award notification will be made by early February.
- Two-thirds of the approved budget, not to exceed \$2,000, will be paid in early May. The remainder will be paid on receipt of a final report and verified expenses (with receipts) related to the proposal.