



# MATHEMATICS EDUCATION TRUST

## Mathematics Graduate Coursework Scholarship for Teachers (PK–5)

---

### **PURPOSE**

This grant provides financial support for improving teachers' understanding of mathematics by completing graduate coursework in mathematics or mathematics education.

**SUPPORTED BY:** Dale Seymour Fund and NCTM

**GRADES:** PK-5

**GRANT AMOUNT:** Maximum of \$3,200 each

**DEADLINE:** November 1

### **ELIGIBLE APPLICANTS**

- Must be currently teaching at grades PK-5 level.
- Must have taught school mathematics for at least three years and intend to remain in teaching.
- 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**

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

### **GENERAL PROPOSAL INFORMATION**

- Primary emphasis is placed on appropriate mathematics content courses.
- Mathematics education courses also qualify if the applicant provides a suitable rationale.
- The proposal must address the following: rationale for the coursework, anticipated instructional improvements, and expected impact on student learning outcomes.
- Project activities are to be completed between June 1 and May 31.

## AWARD APPLICATION INFORMATION

### PROPOSAL COMPONENTS (single-space, 12 font, 1 inch margin)

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 need for further coursework in mathematics.
- Provide a rationale and timeline for courses to be taken.
- Describe the courses you plan to take to address that need. Include full course title, catalog description, and number of credits for each course.

##### B. Outcome

- Describe how completing the proposed courses will improve and strengthen students' learning.
- Describe the anticipated impact on teaching and professional development.

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

- No indirect costs are permitted.
- Include an itemized budget, presented in line-item table format. Justify line items.
- If the total budget for a proposed project exceeds the award maximum, indicate clearly what the award funds will cover and what additional funding sources might be available to complete the total budget.
- Be specific and indicate how you would allocate \$3,200 from this award for tuition, books, supplies, transportation, and other expenses related to achieving the proposal goals.

#### III. Background and Experience

Provide a 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 scholarship proposal indicating the school(s) where you teach and/or have taught, teaching assignments, and other pertinent information, including continuing education and professional activities.

#### IV. Letter of Support from Principal

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

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

### FINAL REPORT REQUIREMENTS

Awardees are required to submit a brief report (two single-spaced pages) and an itemized report of expenses (with receipts). The award letter indicates specific dates and requirements.

### AWARD AND PAYMENT SCHEDULE

- Award notification will be made by early February.
- Two-thirds of the approved budget, not to exceed \$2,133, 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.