



## MATHEMATICS EDUCATION TRUST

# Designing Innovative Lessons and Activities for Mathematics Teaching Grant (Pre-K-8)

---

The Mary P. Dolciani Halloran Foundation sponsors this grant to support synergy of ideas. Mary Dolciani was a prolific and innovative author of mathematics teaching materials. This grant encourages the time-honored tradition of writing and supports the research showing that collaboration with educators on new ideas can increase the breadth and depth of the mathematics content knowledge of mathematics teaching and learning.

**PURPOSE:**

The purpose of this grant is to encourage teams of mathematics educators to engage in the process of writing and editing materials for mathematics teachers.

**SUPPORTED BY:** Mary P. Dolciani Halloran Foundation and NCTM

**GRADES:** Pre-K-5, 6-8

**GRANT AMOUNT:** \$5,000 each will be awarded, with potential for a one-year extension up to two times (for a maximum of \$15,000 for the lifetime of the grant)

**DEADLINE:** November 1

**ELIGIBLE APPLICANTS:**

- A leadership team of mathematics educators representing the following:
  - Two (2) or more K-8 schools
  - Involving two (2) or more K-8 classroom teachers, with a minimum of one per school
  - A mathematics educator from a community college, college, or university
- This grant encourages the inclusion of coaches and preservice teachers as a part of the design process.
- Each leadership team may also include high school mathematics teachers or preservice teachers.
- No person(s) may receive more than one award administered by the Mathematics Education Trust in the same academic year.
- On review by the MET Board, successful grants may be renewed annually for a maximum of two additional years.

**INDIVIDUAL AWARD OR ORGANIZATIONAL AWARD:** Organizational

For the purposes of MET grants, an organization is defined to be a school, school district, university, or non-profit mathematics education organization. The primary applicant will need to indicate an organization to administer the finances of the grant when applying for the grant. If the primary applicant chooses to administer the finances of the grant, they are responsible for reporting this award to the IRS on their personal tax return.

## AWARD APPLICATION INFORMATION

### MEMBERSHIP REQUIREMENT:

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

### GENERAL PROPOSAL INFORMATION:

- PreK-8 lessons and activities should:
  - provide students rich, challenging, relevant, and nonroutine experiences.
  - be piloted in classrooms and revised as the project progresses.
  - focus on a mathematical theme.
- Project activities are to be completed between June 1 and May 31

### PROPOSAL COMPONENTS:

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

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

- A. Plan
  - Provide a rationale for this project.
  - Describe the expected lessons or activities around a mathematical theme.
  - Describe the expected goals and grant activities you plan on implementing to meet those goals.
  - Describe a 3-year timeline of specific plans for writing, piloting, and revising activities
- B. Outcomes
  - Describe the anticipated improvements in mathematics teaching and learning.
  - Describe plans for assessing student learning and evaluating the success of the program.

#### **II. Budget (One page maximum; table format)**

- No indirect costs are permitted.
- Include an itemized 3-year budget, presented in line-item table format. Be specific and indicate how you would allocate \$5,000 annually from this award to be used for 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.
- Funds may be used for: stipends, mileage, expenses related to writing, piloting and revising lessons, and professional development expenses if the professional development focus is aligned with mathematical theme of grant. Classroom materials should not be more than 10% of the proposed budget.
- Funds may not be used for: substitute services of any type, travel and lodging for professional development, or food for workshops.

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

- List the members of the Leadership Team.
- Provide a one-page maximum resumé for three Leadership Team members, that includes both formal education (institution, type of degree, major, minor, and date each degree was granted) and professional activities related to mathematics education.
- List anticipated participants, schools involved, teaching assignments and levels, and other pertinent information.

## AWARD APPLICATION INFORMATION

### **IV. Three (3) Letters of Recommendation**

- Submit letters, from each participating school principal (two maximum) and one from higher-education dean, department chair, etc. confirming support for the project, participants, and leaders. Letters should be one-page maximum and on school letterhead.

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

- Awardees will be required to submit a brief report (two single-spaced pages) each year of the plan. Verify budget for subsequent year(s) with revisions if needed.
- 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 grant. See chart below for report schedule and details.

### **YEARLY PROGRESS AND FINAL REPORTS SCHEDULE:**

Yearly progress reports are due Dec. 1<sup>st</sup> of the first and second year of funding. The Final Report and all lessons produced are due June 30 of the last year of the grant.

Yr 1 Progress Report	Yr 2 Progress Report	Final Report	Provide a report that
x	x		Request funding for additional year and submit an itemized budget
x	x	x	Describes the progress achieved, successes, and any problems encountered and how they were resolved
x	x	x	Lists all lessons produced with status
x	x		Shares examples of lessons produced (2-4 examples)
		x	Includes all lessons produced*
x	x	x	Describes what you have learned from assessing student learning from piloting the activities and next steps for revisions or additions
x	x		Updates timelines addressing writing, piloting and revising
x	x	x	Lists expenses with receipts

\*At the end of the grant, submit an electronic copy in Word or editable format of lessons and activities to be shared on the NCTM website. Note: Materials shall meet all copyright requirements. As a condition of acceptance, applicant will transfer copyright of submitted work to NCTM. NCTM will require a release and/or disclaimer form for any materials selected for publishing on the web.

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

- Award notification will be made by early February.
- Two-thirds of the approved budget, not to exceed \$3,333, will be paid in early May. The remainder will be paid on receipt of a report and verified expenses (with receipts) related to the proposal.