

**Literacy Association of Tennessee**

**Studies and Research Grant Application**

Current members of the Literacy Association of Tennessee are invited to submit proposals for a Studies and Research Grant not to exceed \$500 for the upcoming school year. Proposals should be written for classroom research projects in instructional methods, non-traditional approaches, parent involvement, independent reading, book publishing, or new techniques and/or strategies, for example. Grant funds may be used for such items as children's trade books, consumable materials, audiovisual materials and equipment. Activities and expenditures used for literacy materials will be given priority.

**The application should be submitted to LAT Studies and Research Chair:**

**Rachael Flynn-Hopper**

**[rachael.flynn@belmont.edu](mailto:rachael.flynn@belmont.edu)**

**Deadline for electronic submission: March 1, 2019**

**Notification of award: April 1, 2019**

**Distribution of funds: April 15, 2019**

**The proposal should not exceed three (3) pages, single-spaced. Include the following information in the order given below:**

**Project Title  
Name of Applicant  
Current Position  
Business Address  
Business Telephone/Fax  
Home Address  
Home/cell Phone  
Local Reading Chapter Association  
Chair of local Chapter/ email address  
Rationale for Project  
Description of Project  
Budget (itemized)  
Project Timeline**

**The grant rubric may be found at:**

**<http://www.livebinders.com/play/play?id=2213648>**

**All applicants for the grant will receive notification in April 2019. This will enable the winner(s) to implement the proposed project during the fall semester of the upcoming year.**

- **Requirements if awarded the grant:**
  - **Materials ordered and received by June 15, 2019**
  - **Submit receipts/invoices for purchases to TRA treasurer (needed for documentation)**
  - **Completion of grant activities by November 15, 2019**
  - **Submit a brief article to *Reading Matters* (TRA newsletter) (either Fall 2019 or Spring 2020)**
  - **Winner(s) will be recognized at the annual LAT Conference in December. Brief presentation or slideshow at December 2019 LAT Conference is required.**

## Literacy Association of Tennessee Studies and Research Grant Rubric

Nominee: \_\_\_\_\_ School District: \_\_\_\_\_

Position: \_\_\_\_\_

**NOTE: Applicants MUST be a current member of local/LAT at time of submission.**

	<b>Exceeding</b>	<b>Sufficient</b>	<b>Lacking</b>
<b>Application Packet</b>	<input type="checkbox"/> The proposal was postmarked by March 1. <input type="checkbox"/> The proposal does not exceed three pages (single-spaced) and includes all of the information in the order given on the application information sheet. <input type="checkbox"/> All requested information is clearly identified.	<input type="checkbox"/> The proposal was postmarked by March 1. <input type="checkbox"/> The proposal does not exceed three pages (single-spaced) and includes all of the information in the order given on the application information sheet.	<input type="checkbox"/> The application packet is incomplete or postmarked after March 1.
<b>Rationale for Project</b>	<input type="checkbox"/> The rationale for the project provides a substantive review of the professional literature supporting the proposed activity. <input type="checkbox"/> Literature used to support the practice is drawn from a minimum of five <i>recent</i> articles from <i>peer-reviewed</i> journals or professional texts.	<input type="checkbox"/> The rationale for the project provides a review of the professional literature supporting the proposed activity. <input type="checkbox"/> Literature used to support the practice is drawn from a minimum of three <i>recent</i> articles from <i>peer-reviewed</i> journals or professional texts.	<input type="checkbox"/> The rationale for the project is lacking in substance. <input type="checkbox"/> Literature used to support the practice is drawn from a minimum of one <i>recent</i> article from <i>peer-reviewed</i> journals or professional texts.
<b>Description of the Project</b>	The following sections are clearly labeled or used as subheadings: <input type="checkbox"/> Statement of the Problem: The reason for conducting this study or project is clearly explained using examples from the teacher's own	The following sections are included: <input type="checkbox"/> Statement of the Problem: The reason for conducting this study or project is explained using examples from the teacher's own experience or from the professional literature.	At least one of the required sections is missing information or is lacking in the quality of information submitted.

	<p>experience or from the professional literature.</p> <p><input type="checkbox"/> Project Implementation: Procedures for implementing the project or study are thoroughly described including steps necessary in planning for the project as well as the day-to-day implementation.</p> <p><input type="checkbox"/> Data Collection Methods: This section delineates specific measures to be used in determining the impact of the project on student learning.</p>	<p><input type="checkbox"/> Project Implementation: Procedures for implementing the project or study are described including steps necessary in planning for the project as well as the implementation.</p> <p><input type="checkbox"/> Data Collection Methods: This section delineates measures to be used in determining the impact of the project on student learning.</p>	
<b>Budget</b>	<p><input type="checkbox"/> All anticipated expenditures are listed with an estimated cost for each item.</p> <p><input type="checkbox"/> A thorough narrative accompanies the budget explaining how the items listed will be used to carry out the project.</p>	<p><input type="checkbox"/> Most expenditures are listed with an estimated cost for each item.</p> <p><input type="checkbox"/> A narrative accompanies the budget.</p>	<p><input type="checkbox"/> A list of expenditures is not included in the packet or the expenditures listed do not align well to the project or study.</p> <p><input type="checkbox"/> A budget narrative is excluded from the packet.</p>
<b>Project Timeline</b>	<p><input type="checkbox"/> Each step of the project is listed chronologically.</p> <p><input type="checkbox"/> Timeline includes project set-up as well as data collection analysis.</p> <p><input type="checkbox"/> Timeline includes plans for submitting proposal for presenting the project at the TRA annual conference.</p>	<p><input type="checkbox"/> Each step of the project is listed.</p> <p><input type="checkbox"/> Timeline includes project set-up as well as data collection analysis.</p> <p><input type="checkbox"/> Timeline excludes plans for submitting a proposal for presenting the project at the TRA annual conference.</p>	<p><input type="checkbox"/> The application lacks a complete list of the steps necessary to complete the project or study.</p> <p><input type="checkbox"/> Timeline excludes project set-up and/or data collection analysis.</p> <p><input type="checkbox"/> Timeline excludes plans for submitting a proposal for presenting the project at the TRA annual conference.</p>

\*\*Modified from Arkansas Reading Association

