

# BYU Center for the Improvement of Teacher Education and Schooling (CITES) Fellowships - 2019-2021 Call for Proposals

**Deadlines:** Budget to MSE Controller (steve.christensen@byu.edu) by **October 22, 2018**

Complete Proposal to Department Chair by October 25, 2018

Complete Proposal to MSE Dean's Office by November 1, 2018

Submit to msegrants@byu.edu

CITES fellowships are available to full-time CFS-track faculty involved in the BYU-Public School Partnership (which includes the following BYU schools and colleges – Education; Fine Arts & Communication; Family, Home & Social Sciences; Humanities; Engineering & Technology; Life Science; Math & Physical Sciences). **The purpose of the fellowships is to conduct research on CITES programs or initiatives.** There is an expectation that annual reports will be submitted and the results of the study will be published in at least one scholarly journal.

Priority will be given to proposals that address the impact and effectiveness of one or more of the following:

- Associates Program
- Leaders Associates Program
- Principals Academy
- Instructional Coaches Academy
- Multi-Tiered Systems of Support Program
- Beverley Taylor Sorenson BYU Arts Partnership Programs
- Teacher Endorsements (e.g., reading, math, STEM)

In addition, we will accept proposals addressing the following areas:

- Implementation and impact of the five commitments on practice in P-12 and/or BYU educator preparation programs.
- Educator Preparation Program (EPP) faculty's knowledge and dispositions regarding the role and activity of CITES and the BYU – Public School Partnership.
- **Other areas of research that align directly with the mission and scope of CITES.**

CITES fellowships will be available for a maximum of three consecutive calendar years (2019-2021). The continuation of funding each year will be contingent on progress made.

The CITES Fellowship Grant proposal should be 5-10 pages (single-spaced) and must include the following:

1. **Abstract**
2. **Introduction and Literature Review** - Briefly discuss critical research conducted in the proposed area.
3. **Methods** – Describe proposed research methods in detail, including but not exclusive to the research questions, research design, participants, and data analysis.
4. **Timelines** – Provide a description of anticipated activities and deadlines. Include quarterly meetings with MSE Dean Mary Anne Prater and CITES Director Gary Seastrand (together).
5. **Dissemination** – Describe how the results will be disseminated both locally (e.g., through CITES activities) and nationally (e.g., presentations), in addition to anticipated scholarly journal article(s).

6. **Budget** – Provide a table delineating anticipated expenditures in the following categories: personnel (e.g., student assistants), supplies (e.g., photocopies), and travel (e.g., mileage for data collection). Also, include a budget narrative that describes in detail how these funds will be spent. Maximum Budget = \$10,000 a year for up to 3 years. **Submit the budget and budget narrative to the MSE Controller for approval by October 22, 2018 (steve.christensen@byu.edu).**
7. **Qualifications** – Delineate how the applicant and any other personnel involved in the proposed project are uniquely qualified to conduct this research. Descriptions of student employees' qualifications are necessary only if they possess skills unique and necessary for the proposed research. Attach a current curriculum vita of faculty participant(s).
8. **Department Chair Endorsement** – Attach a letter of support from the principal investigator's department chair including a statement as to whether a course release (including number of credit hours) will be granted (e.g., 1 course (3 credits)) for participation as a CITES fellow.

In addition to the research funds available, a \$5000 salary stipend will be granted per project for the years in which CITES fellows are involved in this research. \$2500 will be awarded in June and \$2500 in December contingent on research progress. An annual report will be due by January 31<sup>st</sup> following each full project year. The report template is available at <https://education.byu.edu/research/grants>.

### **Timelines and Review**

Faculty will submit their budgets and budget narratives to the MSE controller by October 22, 2018 ([steve.christensen@byu.edu](mailto:steve.christensen@byu.edu)) and the full proposals to their department chair by October 25, 2018. Chairs are to submit endorsed proposals to [msegrants@byu.edu](mailto:msegrants@byu.edu) by November 1, 2018. Given that the source of the funds are the McKay School of Education (MSE), the MSE research and grants committee will review proposals and make recommendations to the MSE Dean who will make the final decision.

Applicants will receive notification by December 15, 2018.

## CITES Fellowship Proposal Review

Applicant's Name \_\_\_\_\_

Evaluation Criteria	Points Earned	Points Possible
<b>Aligned</b> with CITES fellowship priorities or other areas delineated on call for proposals		15
<b>Abstract</b>		2
<b>Introduction and Literature Review</b> Demonstrated understanding of the critical issues related to the topic.		10
<b>Methods</b> Methodology is rigorous and sound. Results could lead to a scholarly publication.		25
<b>Timelines</b> Anticipated activities and deadlines are realistic for completion of the research. Included quarterly meetings with MSE Dean Mary Anne Prater and CITES Director Gary Seastrand (together).		8
<b>Budget</b> Included a table as requested. Included a budget narrative that described in detail how these funds will be spent. The budget appears reasonable for proposal research to be completed.		20
<b>Dissemination</b> Plans for dissemination of results both locally and nationally are appropriate, including anticipated scholarly journal article(s).		5
<b>Qualifications</b> The applicant and any other personnel involved in the proposed project are uniquely qualified to conduct this research. An up-to-date curriculum vita is attached.		10
<b>Department Chair Endorsement</b> The letter of support from the Department Chair demonstrated strong administrative support and included a statement as to whether a course release will be granted (e.g., one 3-credit course per year).		5
<b>Total Score</b>		100

**Reviewer's Recommendation:**

\_\_\_\_\_ Award full amount

\_\_\_\_\_ Award partial amount \$ \_\_\_\_\_

\_\_\_\_\_ Award full amount contingent upon revisions/resubmission which include:

\_\_\_\_\_ Award partial amount (\$ \_\_\_\_\_) contingent upon revisions/resubmission which include:

\_\_\_\_\_ Do not award

Comments: