

# South Carolina Council of Teachers of Mathematics

## SCCTM Grant Award Procedure

The South Carolina Council of Teachers of Mathematics (SCCTM) will provide grant funds of up to forty-five hundred dollars (\$4,500.00) this year to support SCCTM members desiring to implement projects in mathematics-related areas. No individual grant will exceed \$1,500.00. Please use single spacing and no smaller than eleven-point Times New Roman (or equivalent) type.

All of the following criteria must be agreed to by grant applicants in order to receive the funds.

1. Be a member of SCCTM as of December 31, 2005 and be employed in South Carolina;
2. Obtain approval and signature of your supervisor and, except for higher ed. applicants, your superintendent;
3. Complete the attached SCCTM Grant Application;
4. Write a narrative of three or fewer pages about the proposed project which addresses the following:
  - a. Rationale-For what problem area(s) is the project being written?
  - b. Target population-Whom will the project affect?
  - c. Project location-Where will the project occur?
  - d. Project activities-What experiences will participants have?
  - e. Cost-How much will be spent and for what? Be specific.
  - f. Timeline---What is the projected chronological sequence of major events?
  - g. Anticipated outcome(s)--What is (are) the hoped-for result(s)?
5. Complete the attached budget page;
6. Conduct the project and submit results in an End-of-Project Report by June 30, 2007;
7. Agree to present the results of your project at the SCCTM Annual Conference, and/or write an article describing your project for *The MathMate* within one year of completion;
8. If any of the seven criteria are not met, the applicant must repay the grant award to SCCTM.

Grant applications may be made for almost any mathematics-related purpose. Eligible expenses may include, but are not limited to, such items as follows: developing training materials, purchasing equipment, paying for substitute teachers for release time, writing curriculum or lesson plans, paying for project-related printing or postage, providing training for appropriate personnel, and developing or producing a product. No more than 20% of the grant amount may be budgeted for unreimbursed expenses (registration, hotel, travel, meals, sub pay) to attend the SCCTM conference to conduct a session about your project.

Grant awards to SCCTM members will be based on the recommendation of the SCCTM Grants Committee and upon the availability of funds. The SCCTM Executive Board will annually determine the total amount of grant monies available for the year. Announcement of the grant recipients will be made on June 1, 2006.

To apply, six (6) copies of each of the SCCTM Grant Application Form (as a cover sheet), the narrative, budget page, and budget justification page must be postmarked by April 1, 2006, and mailed to Lane E. Peeler, SCCTM Grants Committee Chair, South Carolina Department of Education, 1429 Senate Street, Columbia, SC 29201. *GOOD LUCK!*