

2016 Research and Conference Grants

I. Overview

1. What grants are available?

There are two categories of grants, *research* grants and *conference* grants. There are separate application forms for each. Up to three grants of either 50,000 or 100,000 yen may be awarded in 2016 depending on the number of viable applications.

2. Can a single project be awarded both grants?

No, a project can only be awarded one (1) grant. However, applicants who are denied a *research* grant are encouraged to apply again under the category of *conference* grant after they have been accepted to present at an appropriate venue (see below for details).

3. Who can apply for the grants?

Grants are available for JALT Vocabulary SIG members who do not already have access to institutional assistance and research grant funding from their place(s) of employment. The grants are specifically designed for part-time instructors working from the kindergarten to tertiary levels, as well as individual instructors working for themselves, companies, or language schools. Full-time instructors who do not have access to institutional assistance and research grant funding from their place of employment may also apply. Part-time instructors who are enrolled as part-time or full-time graduate students are also eligible. Grant awardees must have a Japanese bank account.

4. Are co-authored projects allowed?

Projects involving more than one instructor are welcome; however, the grant amount is fixed at 50,000 or 100,000 yen and does not change if more than one person is involved.

5. What support can successful applicants get from the Vocabulary SIG for developing their research?

Grant recipients have the opportunity to benefit from collaborative support from members of the Vocabulary SIG who are experienced instructor-researchers. If requested, they will provide advice and support in order to assist the development and successful execution of the grant project.

6. What is the deadline for applying for grants in 2016?

Applicants must submit their applications by 23:59 (JST) on Tuesday, September 20th, 2016. Applicants will then be informed of the results after the vetting period is completed on or around November 20th, 2016. Grant recipients will be announced on the JALT website, as well as at the Vocabulary SIG General Meeting at the JALT 42nd Annual International Conference, which will be held in Nagoya on November 25th to 28th, 2016. Recipients will also be individually notified by email.

II. Research Grants

Research grants are intended to provide funding for expenses that are incurred in carrying out a research project (e.g., human resources, equipment, office supplies, travel).

1. Do successful research grant applicants need to present on their research?

Research grant recipients are required to give a presentation on their research after the completion of their project. Research presentations may take place at one of the following annual conferences:

- JALT Annual International Conference
- JALT PanSIG Conference
- JALT Vocabulary Symposium.

Research Grant recipients will automatically be approved to present at the first two of these, and may be invited to present at the third.

2. Do successful research applicants need to write reports about their research?

Research grant recipients are required to write four short quarterly reports. The first three reports should be approximately 500 words in length while the final quarterly report should be at least 1,500 words. At the end of their research, grant recipients are also required to submit an article to *Vocabulary Learning and Instruction*, the main publication of the Vocabulary SIG. Publication in *VLI* will depend on the quality of the submission.

3. What is the schedule for completing the research?

The main research schedule lasts from December 2016 to January 2018, with the research presentation coming after that.

Year	Date	Deadline
2016	April 20 th – September 20 th	Application period
2016	November 20 th	Applicants and recipients informed of results
2016	December 20 th	Grants paid out contingent on finalization of research plan Formal research period starts
2017	April 15 th	Deadline for first short quarterly report
2017	July 15 th	Deadline for second short quarterly report
2017	October 15 th	Deadline for third short quarterly report
2018	January 31 st	Deadline for final long report
2018		Presentation at one of the following conferences:

- JALT PanSIG Conference (Spring 2018)
- JALT Vocabulary SIG Symposium (2018)
- JALT International Conference (Fall 2018)

Submission of manuscript to *VLI*

4. When should grant recipients present on their research?

Research grant recipients should give a presentation at ONE (1) of the three annual conferences listed in the timeline above, after their research has completed (i.e., in 2018 for 2016 grant awardees). The aim of this presentation is to help the awardees complete their project successfully and confidently by presenting it to the JALT community.

III. Conference Grants

Conference grants provide funding for travel, lodging, and conference fees for applicants to present on an already-completed research project.

1. Do applicants need to already have been accepted at a conference to be eligible for the conference grant?

Prior acceptance to present research at a conference is recommended, but not required, for eligibility for a conference grant. The SIG aims to support the dissemination of high-quality, original research that contributes to the field, and application materials will be judged accordingly.

2. Are conference grant recipients required to present at a JALT-sponsored conference?

Conference grant applicants may present at any conference in linguistics, applied linguistics, or related fields.

3. Do successful conference grant applicants need to write reports about their activities?

Conference grant applicants are required to submit a summary of their completed research during the grant application process. Grant recipients are also required to submit an article to *Vocabulary Learning and Instruction*, the main publication of the Vocabulary SIG. Publication in *VLI* will depend on the quality of the submission.

4. What is the schedule for conference grant recipients?

The application deadline is 23:59 (JST) on Tuesday, September 20th, 2016. The following items must be submitted prior to December 31st, 2017: (a) proof of acceptance to present at a conference scheduled any time before December 31st, 2018, (b) a statement of conference registration fees and (c) estimated travel and lodging expenses. Grant funds will be disbursed thereafter.

IV. Feedback and Further Information

These guidelines have been adapted from JALT Research Grants Guidelines (<http://jalt.org/researchgrants>). If you have any suggestions for improving these guidelines or are in need of further information, please contact the Vocabulary SIG Research Grant Chairs (Dawn Lucovich and Tim Stoeckel) at jaltvocabSIGgrants@gmail.com.