JALT Vocab SIG Research Grant Application - 2016

**Directions:** Complete the sections below, inserting additional lines as needed. Email your completed application to the Vocabulary SIG Research Chairs (Dawn Lucovich and Tim Stoeckel) at jaltvocabSIGgrants@gmail.com.

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| **Section 1: Contact Information** | |
| 1A Main contact person: | |
| First name: | JALT membership #:  JALT chapter: |
| Family name: |
| Contact email address: | |
| Contact telephone number: | |
| Contact postal address (with full postcode): | |
| 1B For projects that are co-authored, put abbreviated contact information for each additional member. | |
| Second member: | |
| First name: | JALT membership #:  JALT chapter: |
| Family name: |
| Contact email address: | |
| Contact telephone number: | |
| Contact postal address (with full postcode): | |

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| Third member: | |
| First name: | JALT membership #:  JALT chapter: |
| Family name: |
| Contact email address: | |
| Contact telephone number: | |

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| Fourth member of the project: | |
| First name: | JALT membership #:  JALT chapter: |
| Family name: |
| Contact email address: | |
| Contact telephone number: | |

(Use a separate sheet of paper to supply abbreviated contact information for additional project members.)

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| **Section 2: Title of Project** |
| Please write the title of your project here: |
| **Section 3: Project Proposal** |
| Please consider the following prompts and then provide an explanation of your interest, background, goals, and methods of your research project (about 500 words).  Prompts:   * What is the basis for your interest in this research topic? * Briefly describe the theoretical background of your research topic. * What are your research goals and research questions? * What methods will you use to conduct your study? |

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| **Section 4: Research Schedule** | | | |
| Please draft a plan for your research for the period 15th December 2016 to 31st January 2018. Continue on the next page if necessary. Include in your schedule the following deadlines for submitting the four quarterly reports: | | | |
| 2017 April 15th | | Deadline for first short quarterly report | |
| 2017 July 15th | | Deadline for second short quarterly report | |
| 2017 October 15th | | Deadline for third short quarterly report | |
| 2018 January 31st | | Deadline for final long report | |

**Example**

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| **Date** | **Goal** | **Action** |
| *Dec 2016* | *Pilot the questionnaire* | *Give the questionnaire to 5 people and get feedback; note points to revise.* |
| *April 2017* | *First questionnaire* | *At start of class, give questionnaire (15 minutes).* |
| *May 2017* | *Begin instruction on writing skills* | *Lesson 1: Paragraphs; 30 minutes; homework: 150-word paragraph. Collect writing sample.* |
| *…* | *...* | *…* |
| *Jan 2018* | *Prepare final report* | *Complete the grant reporting requirements.* |

**Proposed Research Schedule**

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| **Date** | **Goal** | **Action** |
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| **Section 5: Anticipated Challenges** |
| Research may present some challenges for a researcher. In asking you to describe challenges that may apply to your research project, we would like you to show your awareness of how you feel your project might be affected by outside influences.  Please consider the following prompts and then write no more than 200 words.  Prompts:   * Any problems in accessing or collecting data? * Any difficulties in accessing relevant resources? * Any obstacles in trying to organize your project? * Any technical points to consider in using technology for your project? |

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| **Section 6: Budget** |
| Please consider the following prompts and draw up a budget to show how you will use the research grant that you are applying for. The budget should reflect the specific needs of the study. The final amount awarded may be less than requested.  Prompts:   * Human resources for completing the project? * Technical resources for completing the project? * Office supplies, printing, postage, transportation for completing the project? |

**Example**

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| Item | Model | Cost | Purpose |
| *Eg: IC Recorder*  *Student assistant*  *Travel to Tokyo presentation* | *ICD-UX200* | *9,980 yen*  *10,000 yen (1,000/hr x 10 hours)*  *31,400 yen* | *Record interviews with focus group from the extensive reading class.*  *Transcribe student essays*  *Round trip to Tokyo to recruit students at language learning center* |

**Proposed Budget**

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| Item | Model | Cost | Purpose |
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| **Section 7: Statement of Access to Funding** |
| 1. JALT Vocabulary SIG research grants are available ONLY for SIG members who do NOT already have access to institutional assistance and research grant funding from their place(s) of employment. Provided this applies to you, please write a brief statement in the space below, confirming your lack of access to institutional research funding, such as “This is to confirm that (none of) my employer(s) offer(s) me any access to research funding.” 2. JALT Vocabulary SIG research grants are available only to working language instructors, whether part-time or full-time. Provided this applies to you, please write a brief statement in the space below, confirming that you are working as a language instructor, such as “This is to confirm that I am currently employed as an instructor at xyz Academy.” 3. Put your signature and today’s date: |

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| **Section 8: Other Relevant Information** |
| Please write any other information that you would like to include in support of your research grant application. |