



QCT TEACHER RESEARCH GRANTS: GUIDELINES FOR APPLICANTS

INTRODUCTION

Each year the Queensland College of Teachers (QCT) awards a small number of research grants to practising teachers to assist them to attend, and present their research at, key Australian education conferences such as those of ATEA (June - July), ACSA (October) and AARE (November - December). This initiative is part of the QCT's program of activities to promote teaching as a profession.

Queensland-registered teachers who have undertaken or are undertaking research related to their teaching practice or that of their colleagues are invited to apply for a grant to enable them to present their findings in a suitable national or state forum. The receipt of the grant will be contingent upon the acceptance of their proposed paper presentation by the conference organisers. The grant will provide financial assistance to cover conference registration fees and travel and accommodation associated with conference attendance.

The following guidelines have been prepared to assist interested teachers to submit Expressions of Interest. Expressions of Interest must be on the enclosed form and must be submitted to the QCT by COB on **30 April** in the relevant year.

WHO IS ELIGIBLE to APPLY FOR A QCT TEACHER RESEARCH GRANT?

To be eligible *to apply* for a QCT Teacher Research Grant, you must:

- be registered as a teacher in Queensland (registration can be either provisional or full; persons with a 'permission to teach' are not eligible);
- be teaching in a Queensland primary or secondary school;
- be undertaking, or have completed within the past 6 months, research on your own teaching in Queensland or that of colleagues;
- write a paper reporting on your research and present this at a state or national education research conference;
- be able to attend the full conference.

Papers may be co-authored but in such cases the role of each author in the research and the writing of the paper should be made clear, and the position and institutional affiliation of each author should be stated. Normally only one teacher per application/paper will be funded.

Recipients of QCT Teacher Research Grants in the previous three years are not eligible to apply. Grant recipients should not be the recipient of any other funding to attend the conference (e.g. an AARE Student Research Award).

WHAT IS MEANT BY 'RESEARCH'?

For the purposes of its Teacher Research Grants, the QCT takes a broad view of what constitutes research. This includes any systematic study, whether quantitative or qualitative, of teaching and learning, such as: action research; evaluation of a particular program, policy or teaching approach; investigation of a particular issue or practical situation facing a classroom teacher or school; or a case study of a particular child or group of students.

HOW DO I APPLY FOR A QCT RESEARCH GRANT?

You must submit an Expression of Interest on the attached form. You must provide all information requested on the form and you must attach an abstract of the paper you propose to present. Please do not submit full papers.

Abstracts must be about 300 words in length and must address the following:

Title of paper

Aims and significance of the research: What the study aims to achieve and its significance for teaching.

Methodology: An indication of the methodology used in the research.

Outcomes: Expected or actual outcomes on completion of the study.

Literature: A brief reference to literature relevant to the research.

You must nominate a suitable forum where you propose to present the paper. The forum must be a conference relevant to education and must be held in Australia, e.g. the annual conferences of recognised national professional associations such as AARE, ACSA and ATEA or one of the many subject associations. See the QCT website (www.qct.edu.au) for a list of professional associations with links to their websites.

You must provide an indicative budget for your conference attendance, listing the amounts you expect to require for conference registration, travel, accommodation, meals (where required) and TRS (if required). If exact costs are not available, please provide your best estimate.

WHAT PROCESS WILL BE USED TO SELECT GRANT RECIPIENTS?

The QCT will establish a selection panel, drawn from members of its Board and/or relevant committees, which includes both education academics and classroom teachers.

The following merit criteria will be used to assess abstracts:

- Significance of the research for contemporary teaching in Queensland
- Originality of the research
- Conceptual, methodological and theoretical soundness of the research
- Coherent organisation and clarity of written expression in the abstract
- Relevance of the paper to the conference

Tentative offers of grants will be made before the end of May in the relevant year. Grants will be contingent on acceptance of the presentation proposal by the relevant conference organisers. Offers of grants will be confirmed when recipients provide evidence that their proposals have been accepted for presentation at the conference.

The selection panel's decision is final and no correspondence will be entered into.

WHAT IS COVERED BY THE GRANT AND HOW IS IT PAID?

The QCT Teacher Research Grant will cover the following costs for one person per application/paper: conference registration fee, return economy-class air travel (if required) to the conference from the port nearest the teacher's residence in Australia, accommodation associated with conference attendance, and other reasonable expenses (eg for meals not included in conference registration) incurred due to attending the conference. Costs will be reimbursed in accordance with public service guidelines through submission of a QCT expenses claim form.

Unless there are demonstrated exceptional circumstances, the QCT may seek to recover non-refundable monies from grant recipients who fail to present the paper as arranged.

Grant winners will be publicised on the QCT website and/or other QCT publications. Papers of grant recipients may also be published by the QCT on its website or elsewhere. Grant recipients may be invited to write an article for the QCT about their experience of presenting the paper.