

ISPA Members,

ISPA would like to invite all school psychologist practitioners and students to apply for the annual ISPA Research Grant Program. Details regarding how to apply are below.

The purpose of the Illinois School Psychologists Association (ISPA) Research Grant Program is to provide financial assistance for individuals conducting research relevant to the area of school psychology. For the purposes of this grant, "research" includes any formal procedure that contributes to the expansion of basic knowledge or applies such knowledge to the solution of school-based problems or issues.

It is anticipated that up to three (2) grants may be awarded annually: three (1) grants of up to \$500 for student-directed research and one (1) grant of up to \$2000 for school psychology practitioner research. In order to effectively communicate results of studies supported by these grants, half of the award will be paid at the beginning of the project and the second half will be paid upon completion of a presentation at the annual ISPA conference or publication of results in the School Psychology in Illinois Newsletter. If, for any reason, grantees have not met this requirement for dissemination of research results within two years of their receiving the first half of the grant, grantees will forfeit the second half of their grant.

Eligibility

Student Proposal: Grant applicants must be a current member of ISPA (student member or otherwise) and be enrolled in a school psychology program in Illinois. No more than one grant proposal may be submitted per year. **Funding requests for student-directed research must not exceed \$500.**

Practitioner Proposal: Grant applicant must be a current member of ISPA and a practicing school psychologist as the primary investigator, although the project can be implemented in collaboration with university personnel. No more than one grant proposal may be submitted per year. **Funding requests for field-based practitioner research must not exceed \$2000.**

Format

The entire proposal consists of four sections (A-D). Editorial style should be consistent with the *Publication Manual of the American Psychological Association* (6th Edition).

A. Title Page (1 page)

The title page should include a descriptive title of the proposal and a list of all investigators, their affiliation, current address, phone number, email and/or fax, and an abstract. The abstract should be 250 words in length and should describe the study's major objectives, proposed methodology, and anticipated contributions to the field of school psychology.

B. Narrative (8-10 pages)

The narrative should not exceed ten (10) double-spaced typewritten pages, including the reference list but not including appendices. The narrative includes five parts:

Introduction, Methods, Proposed Analyses, References and, if applicable, Appendices.

This structure may be slightly abridged or parts combined depending on the nature of the project.

1. Introduction: This section should include a review of research literature that provides a conceptual framework converging upon, and supporting the significant contribution of, the proposed study to the field of school psychology.
2. Method: This section should concisely and explicitly describe the research procedures and experimental design. The procedures should include the researcher's steps toward ensuring ethical treatment of participants. Be sure to describe: *How participants will be recruited or identified. Include procedures for securing consent of participants or their parents. A consent letter/form should be included in the appendix. *Arrangements to collect data. If appropriate, please include documentation that indicates the research has been reviewed and approved by the superintendent's office, school board, internal review board, or other such body.
3. Proposed analyses: Describe the experimental design and how the data will be analyzed (e.g., correlational, etc.).
4. References: The References should include a current list of works cited in the narrative. The reference list should be comprehensive, but not exhaustive.
5. Appendices: If relevant, include photocopies of consent forms, materials and letters of support/approval.

C. Timelines (1 page)

Briefly list the specific objectives of the project, using language consistent with the narrative.

Include the tentative date of completion of each objective. Proposed timelines should include:

Participant selection, begin data collection, end data collection, dissemination of results via publication in the ISPA newsletter and / or ISPA conference presentations.

All recipients must summarize results in the ISPA newsletter or through presentation at the ISPA convention. When disseminating results, it is expected that recipients will acknowledge that the research was supported by a research grant from ISPA. In addition, recipients will provide ISPA with reprints (if obtained by the researcher) of published work supported by the ISPA Research Grant program.

D. Budget Page (1 page)

In this section the author(s) should describe expenses. Avoid introducing new items in the budget that have not been described in narrative. An anticipated budget should be divided into Equipment, Travel and Operating Services. Equipment includes test materials, software, office supplies, reinforcers, etc. Travel may include mileage, flight and/or hotel expenses for data collection or presentation of research. Operating services include printing, postage, long distance phone calls, contractual services, teacher stipends, etc.

Salary for the researcher(s) will not be supported. Salary for others (paid research assistants, etc.) should detail how many hours of work are anticipated and the hourly rate to be paid.

Dates

Applications must be received by **November 2nd**. No late applications will be accepted. The anticipated notification date of grant award recipients will be **December 7th**.

GrantReviewProcedure

All grant award submissions will be blindly reviewed and rated by the Research Committee, who is a panel of ISPA members, including school-based practitioners and university personnel. Recipients will be recommended by the Research Committee to the Research Chair.

Proposals must be submitted online to:

Drs. Rachel Losoff

Ispa.graduate.educator@gmail.com

Please write “ISPA Grant Proposal” on the e-mail subject line.

Please contact Dr. Losoff at 312-379-1606 or Ispa.graduate.educator@gmail.com with questions.