

The Lambda State Foundation for Educational Studies, Inc.

To: Applicant for a Lambda State Stipend for Educational Studies

The Lambda State Foundation for Educational Studies, Inc. exists to provide financial assistance to those Lambda State members, chapters, or coordinating councils that are working on an educational research project or a special innovative project which will improve and enhance the education of students in Illinois.

In order for applicants to receive any consideration and to assist the selection committee with its task, please do the following:

Read the *Guidelines for Stipends* and the *Rubric for Educational Foundation Reviewers* so that the completed *Educational Proposal Application* contains all the information desired and required by the Foundation Board.

Prepare seven (7) packets of documents, each packet consisting of the typed or computer generated application form (using additional pages if necessary) and copies of the three (3) letters of recommendation. The application form may be printed on both sides of the paper in order to reduce paper consumption and, possibly, mailing costs.

Submit, either in person or by mail, all seven (7) application packets in one package to the current Secretary of the Foundation for Educational Studies.

Registered mail or a signature confirmation form ensures delivery. All applicants will be notified of the receipt of their submissions.

All *Educational Proposal Applications* will be reviewed by the Foundation Board. The members will consider whether the research/project, as described in the proposal, meets the following criteria:

- Involves fiscal and participatory support by ΔΚΓ members and/or community resources;
- Benefits education;
- Demonstrates creative and new ideas;
- Indicates clear goals and expectations;
- Identifies the project director and other members of the project team;
- Delineates the group impacted by the project;
- Proposes evaluation tools;
- Establishes a realistic and detailed budget;
- Develops a realistic time line including preparation, implementation, and evaluation;
- Describes procedures, resources and facilities;
- Explains itself carefully, concisely and completely.

The *Rubric for Educational Foundation Reviewers* should be construed as an attempt to quantify the degree to which an application addresses EACH criteria listed. It does not imply that a project impacting 100 students is better than one impacting 10, nor that new ideas are inherently better than ongoing proposals.

The Foundation needs a minimum of eight (8) weeks to process proposals. Please take this into consideration when designating the date funding is needed.

Revised: 11/09