

Federation of European Literacy Associations (FELA) **RESEARCH GRANTS**
GUIDELINES FOR 2012 AWARDS

The Federation of European Literacy Associations Research Grants programme provides small grants, up to a maximum of XXX#, for promising research that addresses significant questions relating to literacy research, practice and/or policy.

Studies may be carried out using any research method or approach so long as the focus of the project is on research in teaching or promoting literacy (i.e., oral language, reading and/or writing) or preparing teachers for literacy instruction. Projects can involve one or more countries.

Eligibility – All named applicants must be members of National Associations that are members of FELA. In the event that more than one grant is awarded, applicants may receive one grant only.

Deadline – Proposals must be submitted to the Chairperson of FELA by April 30, 2012.

Nature of the Grants – Grant monies may not be used to pay salaries. The monies are intended for: the purchase of materials (e.g., books, software, tests, photocopying); rental (but not purchase) of equipment; expenses incurred in project-related activities; and the dissemination of outcomes. Provision should be made in the proposal to present results at the biennial European Conference on Reading. FELA grants may be combined with other project grants.

Payment of Grants – Grant payments will be paid on a contract/agreement basis and will be staggered over the course of the research. All payments will be made to registered institutions such as Universities or National Reading/Literacy Associations for disbursement.

Completion of Projects – Projects must be completed within two years. However, a one-year extension can be considered but must be sought in writing from the Chair of the Research Grants Committee. Upon completion of the project, a full report shall be submitted to the Chair of the Research Grants Committee for publication on the FELA website (www.felaliteracy.org).

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Applications – Applications should comprise a 1500-word description of the project (for blind review – names of proposal writers should not appear); and (ii) a separate list of all persons involved in the application, their postal addresses, and their e-mail addresses. One of the applicants should be named as Principal Investigator; (iii) a letter from their National Association(s) confirming that each person named on the list of applicants is a current member; and (iv) a short CV (maximum one page) for each person involved in the proposal.

The 1500-word description should include the following:

- The theoretical rationale for undertaking the project
- An explanation of the national and/or European dimension
- The research methodology
- How the data will be analysed

- A timeline for completing the project, including dates for submission of the interim and final reports
- A breakdown of the amount requested and how it will be used
- Expected outcomes of the project.

Research Grants Committee

A Research Grants Committee, to be appointed by the FELA General Assembly, will review proposals. The Committee will comprise one member of the FELA Executive Committee, two representatives of FELA member associations, and two invited reviewers. Criteria for vetting proposals will be decided by the Grants Committee. Any Grants Committee member who is named as an applicant on a proposal must step down. The Committee will not send any proposals for endorsement by the General Assembly, if no proposal is deemed to be of sufficiently high standard.

Timeline for 2012:

1. January 2012 – finalisation of and voting on guidelines at FELA General Assembly (including maximum amount to be granted in 2012)
2. January 2012 – appointment of Grants Committee by FELA General Assembly
3. February 2012 – dissemination of information about the Research Grants by FELA and National Literacy Associations
4. April 30 2012 – final date for submission of proposals
5. May 2012 – review of proposals by Grants Committee
6. June 2012 – recommendations by Grants Committee to FELA Extraordinary General Assembly
7. July 2012 – applicants to be informed of outcomes of Competition
8. August 2012 – contracts to be agreed with successful applicants.