



Wisconsin
Mathematics
Education
Foundation

Dr. Julie Stafford Professional Development Grant

Deadlines:
July 1 for needs beginning August 1
December 1 for needs beginning January 1

The Wisconsin Mathematics Education Foundation (WMEF) strives to encourage creativity in the classroom, enhance instructional methods, and promote the effective teaching of mathematics at all levels to improve student interest and mathematics achievement.

WMEF awards grants of up to \$1,500 to encourage and support an individual or teams of mathematics educators to take course work or to attend conferences and/or workshops. The focus of the courses, workshops, and/or conferences should center on the enhancement of instructional methods, promotion of the effective teaching of mathematics at all levels (PK-16) and the improvement of student interest and scholastic achievement in mathematics. (Please note: WMEF offers a grant specifically geared toward attendance at the WMC Annual Conference. The Stafford Grants will be awarded to applicants who are looking to attend other professional development opportunities.)

Applications are due by December 1st (for needs beginning January 1st) and July 1st (for needs beginning August 1st). Applications for programming and/or purchases that have begun prior to these start dates will not be considered. The selection committee generally meets within two weeks following the application deadlines and applicants will receive notification of the acceptance or rejection of their proposal within one month of the due date. Please submit the completed application materials as **pdf attachments** to wmeff@wismath.org.

Interested teachers, grade level groups and districts are invited to submit a proposal that must include:

1. WMEF Grant Cover Sheet
2. WMEF Budget Form
 - a. Include an itemized budget listing funds requested from WMEF.
 - b. Identify other sources of funds that have been considered or that will pay for a portion of the project/resource not covered by the grant.
3. The Grant Proposal, including:
 - a. Name of the conference/ workshop/ course work and sponsor of the conference/ workshop/ course work.
 - b. Reasons for wanting to attend the conference/ workshop/ course work.
 - c. What needs will attendance at the workshop/ conference/ course work address?
 - d. The desired outcomes (including potential action items) as a participant in the professional learning experience
 - e. Approximately how many students will be directly impacted as a result of attendance at the workshop/ conference/ course work? What grade level(s) will be involved?
4. District Administrator's Letter of Support
 - a. The letter must be signed on school district stationery
 - b. Indicate strong support for attendance at the workshop/ conference/ course work
 - c. Any local financial assistance should be mentioned.

Sharing Your Ideas/Experience and Reimbursement

In order to receive reimbursement, grant awardees will be required to submit the following information in their **Grant Report** along with the **WMEF Grant Reimbursement Request Form** and a copy of the **original Budget Request Form**:

- Who completed the workshop / conference / course work
- A brief report of the activities engaged in during the professional development including how the needs and potential outcomes described in the original proposal have been addressed
- Action items / time lines as outcomes of the professional development opportunity

In order to benefit the mathematics education community in Wisconsin, the WMEF Committee encourages grant awardees to do one or more of the following after submitting their Grant Report and Reimbursement Form:

- Submit an article to the WMEF to be linked on our website or shared via e-blasts.
- Submit a presentation proposal for the Wisconsin Mathematics Council Annual Conference concerning the project and its results.
- Provide a workshop or professional development related to the project to other teachers in or outside of the school district.
- Provide social media posts that can be shared on WMC's accounts.

Reimbursement

Reimbursement of expenses will be paid in a timely fashion upon the WMEF receiving the final report requirements listed above and itemized report of expenses with receipts consistent with the original budget request. (See the Budget Reimbursement Form on the grant website.) Expenses will be paid to the primary grant applicant or to a designated recipient. **Variation from the items in the budget request must be approved prior to expenditure and subsequent reimbursement.**

Regarding the awarding of grants, the decision of the Wisconsin Mathematics Education Foundation Committee is final. The Wisconsin Mathematics Education Foundation is a committee of the Wisconsin Mathematics Council, Inc. For more information about the Wisconsin Mathematics Council, Inc. and its foundation go to <https://www.wismath.org/>. WMC Board members and WMEF Committee members are not eligible to apply for or receive reimbursements from the WMC/WMEF grant program.