

## **NIFL ESL Special Collection Mini-Grants 2004**

The FY2004 round of ESL Special Collection mini-grants is designed to recognize effective application of Collection materials to classroom instruction. Instructors who have used the Collection materials to develop lesson plans for ESL instruction will receive a \$250 cash award and national recognition on the ESL Special Collection web site <<http://www.literacynet.org/esl>>.

The mini-grants are payable to the **recipient's education program**, in recognition of the winner's outstanding achievement.

**Estimated Range of Awards: \$250**

**Estimated Number of Awards: 3-8**

**Deadline for Submission of Applications: November 5, 2004**

**Expected Award Announcement Date: November 15, 2004**

**Project Completion Date: December 31, 2004**

### **Eligible Applicants**

Teachers, program directors, counselors, tutors, and adult students in adult literacy (ages 16 and older) ESL and EDP.GED (high school equivalency) programs in the United States and its territories.

### **Types of Projects Funded**

Grants are available to practitioners who accomplish either of these:

- Create (a) lesson plan(s) for ESL instruction using materials as they already exist in the Collection
- Adapt materials in the Collection to generate (a) lesson plan(s) for ESL instruction.

### **Timeline**

Applications for ESL Special Collection mini-grants must be received by Monday, November 1, 2004. Awards are expected to be announced by November 30, 2004. All mini-grant projects must be completed by December 31, 2004. Please keep the completion deadline in mind as you design the project. The probability of completing the project on time will be a factor in selecting winners.

### **Grant Benefits**

Grant recipients will receive:

- National recognition
- Monetary compensation payable to their education program

### **Award Guidelines for ESL Special Collection Mini-Grants**

Mini-grant recipients will be selected by our Development Partners on the basis of the following criteria:

The projects proposed for publication should be those:

- Which people couldn't easily obtain unless it were published on the Web
- Which provide other ESL practitioners with immediately useful lesson plans for ESL instruction
- Which show an innovative use/adaptation of current Collection materials
- Which are student-centered, i.e., resources designed to support adult learners in reaching their goals;

- Which are of practical value to adult ESL, i.e., address topics or skills relevant to adults learning English and are written in language that enable instructors and learners to utilize the project
- Which are deliverable within the required timeframe
- Which enrich the Collection by contributing materials created for specific populations

Awards will be made upon completion of the proposed project.

### **Project Expectations**

Award recipients will be expected to:

- Clearly indicate the Collection website(s) or material(s) upon which the lesson plan(s) are based
- Complete the project for posting by the Development Partners, by December 31, 2004;
- Provide guidelines or directions for teachers to use this lesson plan in their instructions.

### **Application Instructions**

- 1) Include your contact information: name, address, program, phone, fax, email.
- 2) Briefly describe your program: its mission, services and the population served.
- 3) Identify the ESL Special Collection website(s) or material(s) you will be basing your lesson plan on.
- 4) ***Submit an outline of the lesson plan that you will be producing. This outline should include:***
  - ***How you plan to use or adapt the collection website(s) or material(s)***
  - ***Lesson plan objectives***
  - ***Audience of learners***
- 5) As the award is payable to your education program, provide a written, signed approval letter from a direct supervisor to carry out the project, if applicable. The approval can be attached to the application and will not count against the two-page limit.

### **Use of Submissions**

Applicants retain all rights to their proposed projects. Unsuccessful applicants may be asked to allow their developed projects to be posted on the NIFL ESL Special Collection. Lesson plans of successful applicants will be posted on the NIFL ESL Special Collection and submitted to the ERIC database for cataloging.

**Maximum length:** Two (2) pages (typed, single-spaced, one-inch margins, 12 point font please).

### **Where to Send Applications:**

ESL Special Collection Mini-Grants  
 Matthew Scelza  
 133 N. Altadena Drive, Suite 410  
 Pasadena CA 91107  
 Email: matthewscelza@hotmail.com

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