GRANT PROGRAM INFORMATION AND APPLICATION MATERIALS

For Project Year: July 1, 2012-June 30, 2013

Deadline: October 1, 2011 (postmarked)
As an independent, philanthropic organization, NAEF assists with efforts to represent the teachers of art in America, improve the conditions of teaching art; promote the teaching of art; encourage research and experimentation in art education; sponsor institutes, conferences, and programs on art education; and publish articles, reports, and surveys about art. The Foundation has supported 246 projects since its inception in 1985. NAEF funding supports a wide variety of professional activities, including research in art education; scholarships for professional development; promotion of art education as an integral part of the curriculum; establishment and/or improvement of art instruction in public and private K-16 schools; promotion of the teaching of art through activities related to the instructional process, curriculum, student learning, student assessment, classroom behavior, management, or discipline; and purchase of art equipment and/or instructional resources.

The National Art Education Foundation (NAEF) invites applications for the Ruth Halvorsen Professional Development Grants, Mary McMullan Grants, NAEF Research Grants, SHIP Grants, and Teacher Incentive Grants. The Foundation was established as an independent, sister organization to the National Art Education Association (NAEA) to provide support for a variety of art education programs. Foundation grants are made only to NAEA members, including student and retired members, state/province associations, and recognized affiliates.

**PROJECT YEAR:** The project year for these grants is July 1, 2012 to June 30, 2013.

**The National Art Education Foundation provides grant support in the following categories:**

**Ruth Halvorsen Professional Development Grants** *(up to $2,500) (Refer to pages 7-9):*

NAEF invites proposals for scholarships that promote NAEA’s efforts to initiate and encourage the understanding and implementation of the goals for student learning promulgated through the *National Visual Arts Standards*. Annual scholarships are awarded to selected art educators whose proposals focus on understanding, implementation, and issues specifically relating to the *National Visual Arts Standards* and support the improvement of the teaching of art. Applicants for a Halvorsen Grant may **NOT** apply for a Teacher Incentive Grant, even if the proposals are for different projects.

**Mary McMullan Grants** *(up to $2,500) (Refer to pages 10-12):*

NAEF invites proposals for support of projects that promote art education as an integral part of the curriculum; to establish and/or improve the instruction of art in public and private elementary and secondary schools as well as schools of higher education in the US. The following areas will be considered for funding: 1) Curriculum Models, 2) Pilot Projects, and 3) Policy Models.

**NAEF Research Grants** *(up to $10,000) (Refer to pages 13-17):*

NAEF invites proposals to support research in art education that advances knowledge in the field of art education and that promulgate the goals outlined in *Creating a Visual Arts Research Agenda Toward the 21st Century* (see NAEA website). Grants are awarded to selected art educators whose proposals specifically focus on issues relating to one of the recommendations identified by NAEAs Commission on Research in Art Education Research Agenda (copies are available from the NAEA office). NAEF encourages the submissions of proposals that conduct research that supports the impact and importance of arts education in student learning and provides hard data to support the findings of the research. While it is anticipated the research will be substantially completed within the year the award is made, additional funding may be provided upon application to enable a recipient to bring a research project to completion. NAEA and/or NAEF retains first rights to publish and disseminate results of the research.

**SHIP Grants** *(up to $500) Refer to pages 18-20:*

NAEF invites proposals for scholarships that promote NAEA’s efforts to initiate and encourage the understanding and implementation of the goals for student learning promulgated through the *National Visual Arts Standards*. Annual grants are awarded to selected art educators whose proposals seek art equipment and/or instructional curriculum resources used to focus on student learning specifically related to the *National Visual Arts Standards*.

**Teacher Incentive Grants** *(up to $2,500) (Refer to pages 21-23):*

NAEF invites proposals for scholarship support of projects that promote the improvement of the teaching of art. Teaching of art includes, but is not limited to, the instructional process; curriculum; student learning; student assessment; classroom behavior, management, or discipline; or other practices relating to instructional interaction and the achievement of student learning. Applicants for a Teacher Incentive Grant may **NOT** apply for a Halvorsen Grant, even if the proposals are for different projects.
THE NATIONAL ART EDUCATION FOUNDATION GRANT PROGRAM

ELIGIBILITY AND APPLICATION INFORMATION

ELIGIBILITY: The NAEF Grant Program is open to active NAEA members who have been members for at least one year prior to the date of application; to state/province associations of NAEA; and to recognized special issues groups of NAEA. All eligible applicants are encouraged to apply. Previous funding is not a guarantee of future funding.

INELIGIBILITY (Applicants who are not eligible to apply):
- NAEA membership will not be processed at the time of application for the purpose of meeting grant deadlines.
- Applications from individuals who are members of only the state/province association are not considered NAEA members. Individuals must have an NAEA ID# in order to apply.
- Applications from non-members will not be considered.
- Applications from nonprofit organizations or institutions will not be considered.
- NAEA members may not apply on behalf of the nonprofit organization or institution where they work. Individual NAEA members who are employed in nonprofit organizations or institutions may apply for eligible proposals in any category; however, NAEA members may not apply for the organization's project "on behalf of their organization."

NAEF DOES NOT FUND THE FOLLOWING REQUESTS:
- Funds to cover the costs of attending the NAEA National Convention, NAEA State Association Conferences, or other association conventions or conferences.
- Applicants may NOT submit the proposal in more than one category. If the same proposal or aspects of the same project are submitted in more than one category, both proposals will be ineligible for funding. Please review the guidelines for each category and determine the category most applicable for the project.
- Applicants may apply for EITHER a Halvorsen Grant or a Teacher Incentive Grant as the source of funds is the same for both of these grant categories. Proposals from the same applicant for both categories—even if the projects are different—will no longer be accepted.

APPLICATION DEADLINE: OCTOBER 1, 2011 (postmarked) Deadlines assure all applicants that they will be treated fairly and equitably. For these reasons, NAEF must set a strict deadline for applications. Prospective applicants will avoid disappointment if they understand that late applications will be rejected.

REVIEW PROCESS: Every effort is made to ensure the impartiality of the jury relative to the applicants. All grants are awarded without regard to age, gender, race, special needs, or national origin.

HUMAN SUBJECTS: Applicants for Research Grants that involve the use of human subjects must submit a copy of the Institutional Review Board (IRB) approval and a copy of the human subject consent form to NAEF before any funds will be distributed. If the IRB process has been completed by the proposal deadline, include it with the proposal. Otherwise, file it with NAEF as soon as approval is obtained.

ENDORSEMENTS: Neither NAEF nor NAEF Trustees will provide endorsements to applicants or offer advice on the content or substance of applications. NAEF does not provide a "model proposal" or copies of previous grantee applications.

QUESTIONS ABOUT YOUR PROPOSAL? Applicants may contact Kathi R. Levin, NAEF Program/Development Officer, at NAEF@arteducators.org to answer questions about the application in advance of the deadline. This guidance is not a guarantee of funding.
THE NATIONAL ART EDUCATION FOUNDATION GRANT PROGRAM

ADDITIONAL INFORMATION TO ASSIST IN COMPLETING AN APPLICATION

APPLICATION PROCESS: Applicants are advised to carefully read and follow the requirements for each of the five programs as outlined in these guidelines and check to make sure that all required information is included before submitting a proposal. Omission of any required information will automatically disqualify the application.

PROJECT/PROPOSAL DESCRIPTION: Applicants are required to provide a one- or two-sentence description of their project or professional development proposal. This description will also be used for promotional purposes should NAEF funds be awarded.

BUDGET GUIDELINES:
• Proposals exceeding grant limit amounts will not be considered.
• Applicants must provide a breakdown of the major expenses for the program/project.
• Applicants must round off the total amount of the request (i.e. $2,400 vs. $2,402.89).
• The budget must clearly indicate how NAEF funds, if awarded, will be spent for specific portions of the budget. NAEF grants can cover all of the anticipated costs of the project if the budget does not exceed the allowable grant amount.
• Funding for materials and travel should be limited to a minor part of the grant and must be directly related to the operation and accomplishment of the project. Registration and/or travel costs to any conventions, including NAEA, will not be funded.
• Proposals for conducting conferences, indirect costs, or the production of publications will not be funded.
• The SHIP grant category is specific to the purchase of equipment. For all other categories, if proposals include the purchase of equipment, the purchase must be integral to the implementation and outcomes of the proposal. If the entire budget is for purchase of equipment, the proposal must be submitted in the Ship grant category.
• Matching Funds: Proposals including plans for matching support will be given favorable consideration; however, matching funds are not a requirement. One NAEF grant application may not be matched against other NAEF grant applications. If matching funds are a part of the proposal, NAEF funds will not be released until there is proof that matching funds have been obtained. Funds from other sources must be reported.
• No overhead costs will be covered by NAEF grants.
• Proposals to support dissertations must be competitive with the priorities of the fund in terms of meeting the Research Agenda.

PROJECT TIMELINES: Each project timeline must have dates and years, so that there is a clear sequence of events taking place within the grant award period. The timeline should be aligned with the completion of project deliverables (i.e. specific benchmarks when events will take place and activities that relate to each of the objectives will be completed).

REFERENCES FOR RESEARCH PROJECT: All applicants must submit the names and contact information for three professional references with the proposal. Due to potential conflict of interest, members of the NAEF Board of Trustees may not be submitted as references (see current list at the end of the guidelines and/or on the NAEF website).

PREVIOUS NAEF Awardees: Applicant must provide on the cover page the year and category of previous NAEF awards, along with the amount of award and project title. This is separate from what might be included in the CV or resumé.

PROJECTS ALREADY UNDERWAY: Funding will not be awarded retroactively—if projects start prior to the start of the funding period, expenses incurred prior to the start of the funding period will not be reimbursed.
THE NATIONAL ART EDUCATION FOUNDATION GRANT PROGRAM
INFORMATION FOR FUNDED APPLICANTS

NOTIFICATION: All applicants (both funded and non-funded) will receive notification in writing regarding their proposal by June 1, 2012.

RELEASE OF FUNDS: All funded applicants must request release of funding in writing after July 1, 2012. Funds are released in one total payment. The request for release of funds should be sent by e-mail to: Kathi R. Levin, Program/Development Officer, National Art Education Foundation, NAEF@arteducators.org

CREDITS: A credit line, “Supported by a Grant from the National Art Education Foundation,” is required to appear on all documents generated through the project.

REPORTING: Grant recipients must submit a summary report within 30 days of completion of their project, including an accounting of funds and copies of all documents and materials developed as part of the project. Grant recipients, upon completion of their awards, may be asked to present at the NAEA National Convention.

CONTENT OF REPORT: All recipients of NAEF grant funds are required to submit a report which provides information describing what took place as a result of NAEF funding. Project grant recipients should describe what took place and the impact of the funding in relation to the expectations anticipated at the time of application. Professional development recipients should provide verification that they attended the workshop, institute, or other program that they attended with NAEF funding. All grant recipients should provide two (2) copies of any materials generated by the NAEF-funded project.

Research grant recipients should provide a summary of their project including the goals, methodology, and findings resulting from the research study; an overview of the actual expenditures (vs. the budget submitted with the proposal); and two (2) copies of any report or publications that resulted from the study.

It is the goal of NAEF to share the impact of funding, so any additional information that the recipient feels would help to this end is appreciated.

EXTENSIONS OR CHANGES IN THE PROJECT: There are times when changes to the original proposal may be necessary. Any substantive changes in the content, timeline, and/or budget for the grant must be approved by NAEF in advance. Failure to do so may result in the need to return funds. Requests for extensions and any substantive changes in the project (including, for example, the need to attend a different workshop or study with a different artist or at a different location) should be put in writing by e-mail to: NAEF@arteducators.org

RESCINDED GRANTS: Failure to request release of funds prior to the close of the NAEF fiscal year on June 30, 2013, will automatically result in the funding being rescinded, and the recipient will forfeit the grant funding.
NATIONAL ART EDUCATION FOUNDATION
GRANTS PROGRAM CALENDAR

Annual Guidelines posted on NAEA website............................................. On or before August 15

Application deadline.............................................................................. October 1 (postmark deadline)

Application review process.................................................................... October-March
• Log-in process
• Selection of reviewers for each panel
• Reading of applications by reviewers and adjudicators
• Recommendations made to the trustees

NAEF Trustees Annual Meeting.............................................................. March or April (convened during the NAEA National Convention, varies by year)
• Trustees action on recommendations regarding applications

Notification Regarding Awards............................................................... On or before June 1
(funded and/or not funded)

Project Begin/End.................................................................................. July 1-June 30

Funding Released.................................................................................... Upon request after meeting requirements for release of funds provided in award letter

Final Report Due..................................................................................... Within 30 days of project completion

Grant awards are also listed in the NAEA News
RUTH HALVORSEN
PROFESSIONAL DEVELOPMENT GRANTS

GENERAL DESCRIPTION: The National Art Education Foundation (NAEF) invites proposals for scholarships that promote NAEA’s efforts to initiate and encourage the understanding and implementation of the goals for student learning promulgated through the National Visual Arts Standards.

WHAT IS FUNDED THROUGH THIS GRANT PROGRAM: Funds are awarded to selected art educators whose proposals focus on understanding, implementation, and issues specifically relating to the National Visual Arts Standards and support the improvement of the teaching of art. (document copies may be purchased from NAEA Publications, 1806 Robert Fulton Drive, Suite 300, Reston, VA 20191).

Please Note: Ruth Halvorsen Professional Development Grant funds will not be awarded to cover costs for attending the NAEA National Convention or NAEA State Association Conferences.

PROJECT YEAR: The project year runs from July 1, 2012, through June 30, 2013.

FUNDING LEVEL: Ruth Halvorsen Professional Development Grants are limited to a maximum of $2,500 per grant.

THE PROPOSAL: A proposal for a Ruth Halvorsen Professional Development Grant must include the following:
• A completed cover sheet
• A completed checklist
• Project/Proposal Description (1-2 sentences)
• Name of agency or institution providing the course or program
• Dates, location, and name of specific class, workshop, institute, or seminar
• Tuition brochure for the course, published by the agency or institution
• Statement of anticipated benefits from the course or program, presented on a separate page, not to exceed 1 page
• Benefits clearly related to understanding and implementing the NAEA National Visual Arts Standards
• Itemized and justified required funds for:
  • tuition
  • room and board
  • study materials
  • travel (not to exceed 50% of total requested)
  • other

TOTAL LENGTH OF THE PROPOSAL: FIVE (5) pages maximum, EXCLUDING the tuition brochure, cover page, and checklist.

FORMAT: 30 lines per page, font size no smaller than 10 points, 8 ½” x 11” paper, one side only.
SIX (6) collated copies of the Complete Proposal must be enclosed in one package and postmarked by October 1, 2011.
RUTH HALVORSEN
PROFESSIONAL DEVELOPMENT GRANTS
APPLICATION COVER SHEET

Applicants for a Ruth Halvorsen Professional Development Grant may NOT apply for a Teacher Incentive Grant, even if the proposals are for different projects.

Results will be announced on or before June 1, 2012. Selected projects will be announced in the NAEA News and on the NAEA website. Project year runs July 1, 2012, to June 30, 2013.

Name: ____________________________________________________________

Address: ______________________________________________________________________________________________________

City: __________________________ State: ___________ Zip: __________________________

E-mail: _____________________________________________________________ Home phone: ( ___ ) __________________________

NAEA member ID #: __________________________ Amount applicant seeks: $ __________________________

School where you teach: __________________________________________________________

Work address: _____________________________________________________________ Work phone: ( ___ ) __________________________

City: __________________________ State: ___________ Zip: __________________________

I am the recipient of previous NAEF funding (check one) _____ Yes _____ No

If yes, previously funded grant information (complete all that apply):

____ Research Grant Year _____ Amount __________ Title __________________________

____ Ruth Halvorsen Year _____ Amount __________ Title __________________________

____ Mary McMullan Year _____ Amount __________ Title __________________________

____ SHIP Grant Year _____ Amount __________ Title __________________________

____ Teacher Incentive Year _____ Amount __________ Title __________________________

POSTMARKED APPLICATION DEADLINE IS OCTOBER 1, 2011

Mail 6 collated copies of the completed cover page, checklist, the proposal, and attachments to:

Ruth Halvorsen Professional Development Grants
National Art Education Foundation
1806 Robert Fulton Drive, Suite 300, Reston, VA 20191

SIGNATURE OF APPLICANT: __________________________________________ DATE: __________________________
RUTH HALVORSEN  
PROFESSIONAL DEVELOPMENT GRANTS  
CHECKLIST FOR APPLICANTS

This checklist must be submitted with each copy of your proposal.  
Your proposal must meet the following criteria for initial review.

APPLICATION FORM

____ Cover page and checklist are complete
____ Funds requested do not exceed $2,500

PROPOSAL

Format:
____ Total length: 5 pages maximum, excluding tuition brochure, Cover Page, and Checklist
____ Format: 30 lines per page, font size no smaller than 10 points, 8 1/2” x 11” paper, one-side only

Content and Detail:
____ Project/Proposal Description (1-2 sentences)
____ Name of agency or institution providing the course or program
____ Dates, location and name of specific class, workshop, institute, or seminar
____ Tuition brochure for the course, published by the agency or institution
____ Statement of anticipated benefits from the course or program, presented on a separate page, not to exceed 1 page
      _____ Benefits clearly related to understanding and implementing the NAEA National Visual Arts Standards

BUDGET: (1 Page maximum)

Itemized and Justified Requested Funds for:
____ Letter of endorsement of this project from an administrator with authority to approve it
____ Itemized and justified requested funds for:
      _____ tuition
      _____ room and board
      _____ study materials
      _____ travel (not to exceed 50% of total requested)
      _____ other

SUBMISSION REQUIREMENTS

____ 6 collated copies of the above are enclosed in one package for mailing postmarked by October 1, 2011
MARY McMULLAN GRANTS

GENERAL DESCRIPTION: The National Art Education Foundation (NAEF) invites proposals for support of projects that promote art education as an integral part of the curriculum; to establish and/or improve the instruction of art in public and private elementary and secondary schools as well as schools of higher education in the US.

WHAT IS FUNDED THROUGH THIS GRANT PROGRAM:
The following areas will be considered for funding:

Curriculum Models:
• Development of model in-school art education programs targeting selected participants as ongoing components of the curriculum
• Teacher development of models that focus on student-centered solutions to art education curriculum
• Development of curriculum models that focus on global perspectives of art resources.

Pilot Projects
• Development of pilot projects focusing on teacher training and student learning emphasizing the approved goals of the National Art Education Association

Policy Models
• Development of models that promote quality art education to educators, business leaders, and policy makers—people in positions to effect lasting improvements in the status of art education

PROJECT YEAR: The project year runs from July 1, 2012, through June 30, 2013.

FUNDING LEVEL: Mary McMullan Grants are limited to a maximum of $2,500 per grant.

THE PROPOSAL: A proposal for a Mary McMullan Grant must include the following:
• A completed cover sheet
• A completed checklist
• Title of the project
• Project/Proposal description (1-2 sentences)
• Statement of the problem or need
• Description of the population to be served
• Project objectives
• Specific activities to accomplish each objective
• Duration of project
• Timeline of project activities with dates (i.e. month or time period: Summer 2012, Fall 2012, etc.)
• One-page statement of anticipated benefits
• One-page detailed budget (see Budget Guidelines) that:
  • Itemizes and justified all funding being sought
  • Clearly identifies the use of Mary McMullan Grant funds
• Appendices
  • Resumés of key personnel
  • Letter of endorsement of this project from an administrator with authority to approve it

TOTAL LENGTH OF THE PROPOSAL: EIGHT (8) pages maximum, EXCLUDING appendices, the cover page, checklist.

FORMAT: 30 lines per page, font size no smaller than 10 points, 8 ½” x 11” paper, one side only. SIX (6) collated copies of the Complete Proposal must be enclosed in one package and postmarked by October 1, 2011.
MARY McMULLAN GRANTS
APPLICATION COVER SHEET

Results will be announced on or before June 1, 2012. Selected projects will be announced in the NAEA News and on the NAEA website. Project year runs July 1, 2012, to June 30, 2013.

Name: ____________________________________________________________________________

Address: ____________________________________________________________________________

City: __________________________ State: _______ Zip: __________________________

E-mail: __________________________ Home phone: (___) __________________________

NAEA member ID #: __________________________ Amount applicant seeks: $ __________________________

School where you teach: __________________________________________________________________________

Work address: __________________________________________________________________________ Work phone: (___) __________________________

City: __________________________ State: _______ Zip: __________________________

I am the recipient of previous NAEF funding (check one)    _____ Yes    _____ No

If yes, previously funded grant information (complete all that apply):

   ___ Research Grant Year _____ Amount __________________ Title __________________________

   ___ Ruth Halvorsen Year _____ Amount __________________ Title __________________________

   ___ Mary McMullan Year _____ Amount __________________ Title __________________________

   ___ SHIP Grant Year _____ Amount __________________ Title __________________________

   ___ Teacher Incentive Year _____ Amount __________________ Title __________________________

POSTMARKED APPLICATION DEADLINE IS OCTOBER 1, 2011

Mail 6 collated copies of the completed cover page, checklist, the proposal, and attachments to:

Mary McMullan Grants
National Art Education Foundation
1806 Robert Fulton Drive, Suite 300, Reston, VA 20191

SIGNATURE OF APPLICANT: ___________________________ DATE: ___________________________
MARY McMULLAN GRANTS
CHECKLIST FOR APPLICANTS

This checklist must be submitted with each copy of your proposal.

Check that your proposal matches one of the following categories:

CURRICULUM MODELS
___ Development of a model in-school art education program targeting selected populations as an ongoing component of the curriculum
___ Teacher development of models focusing on student-centered solutions to art education curriculum
___ Development of curriculum models that focus on global perspectives of art resources

PILOT PROJECTS
___ Development of pilot projects focusing on teacher training and student learning and emphasizing the approved goals of the NAEA

POLICY MODELS
___ Development of models that promote quality art education to educators, business leaders, and policymakers—people in position to effect lasting improvements in the status of art education

Your proposal must meet the following criteria for initial review.

APPLICATION FORM
___ Cover page and checklist are complete
___ Funds requested do not exceed $2,500

PROPOSAL
  Format:
___ Total length: 8 pages maximum, excluding Appendices, Cover Page, and Checklist
___ Format: 30 lines per page, font size no smaller than 10 points, 8 1/2” x 11” paper, one-side only

  Content and Detail:
___ Title of project
___ Project/Proposal description (1-2 sentences)
___ Duration of project
___ Statement of the problem or need
___ Description of the population to be served
___ Project objectives
___ Specific activities to accomplish each objective
___ Timeline of activities with dates (i.e. month or time period: Summer 2012, Fall 2012, etc.)
___ 1-page statement of anticipated benefits
___ 1-page budget break out (See Budget Guidelines) that:
     ___ Itemizes and justifies all funding being sought
     ___ Clearly identifies use of Mary McMullan Grant funds

APPENDICES
___ Resumes of key personnel
___ Letter of endorsement of this project from an administrator with authority to approve it

SUBMISSION REQUIREMENTS
___ 6 collated copies of the above are enclosed in one package for mailing postmarked by October 1, 2011
NAEF RESEARCH GRANTS

GENERAL DESCRIPTION: The National Art Education Foundation invites proposals to support research in art education that advances knowledge in the field of art education and that promulgates the goals outlined in Creating a Visual Arts Research Agenda Toward the 21st Century.

WHAT IS FUNDED THROUGH THIS GRANT PROGRAM: Funds are awarded to selected art educators whose proposals specifically focus on issues relating to one of the recommendations identified by NAEA's Commission on Research in Art Education Research Agenda (copies are available from the NAEA office). NAEF encourages the submissions of proposals that conduct research that supports the impact and importance of arts education in student learning and provides hard data to support the findings of the research.

PROJECT YEAR: The project year runs from July 1, 2012, through June 30, 2013. While it is anticipated the research will be substantially completed within the year the award is made, additional funding may be provided upon application to enable a recipient to bring a research project to completion.

FUNDING LEVEL: NAEF Research Grants are limited to a maximum of $10,000 per grant.

THE PROPOSAL: A proposal for an NAEF Research Grant must include the following:

- A completed cover sheet
- A completed checklist
- Project/Proposal Description (1-2 sentences)
- A separate cover letter (not to exceed two pages) in which the applicant briefly describes the research proposal, how the research focuses on one of the NAEA Research Agenda’s recommendations, and his/her qualifications for undertaking the research. The letter must include the applicant's home and work addresses, phone, and Fax, if applicable.
- A separate research proposal (not to exceed five pages) which states the nature of the problem to be investigated; identifies a research hypothesis, design, and methodology; describes the relationship of the proposed research to existing research in the field; indicates what data are to be collected and examined; and explains the method(s) to be used in analyzing and reporting the data. This section should be 30 lines per page with one-inch margins on all sides, 8 1/2” x 11” paper, one side only. This section will be used for blind review and must not contain references to the applicant or their institution.
- A separate one-page budget, outlining the amount of funds requested for the project and the manner in which they will be used, and a one-page budget narrative. The budget must include details of any funding expected or possessed from other sources. The budget cannot include any overhead costs.
- A separate timeline of activities with dates (i.e. month or time period: Summer 2012, Fall 2012, etc.).
- A separate comprehensive professional resume, complete with information concerning art teaching experience, research background, and citations of published or unpublished writings in art education.
- A separate page (one page) with the names of three references who will attest to research qualifications and the ability of the applicant to complete complex and demanding tasks. References should not be NAEF Trustees.
- Copies of previous research, published or unpublished, may be included but are not required.
- Applicants for Research Grants that involve the use of human subjects must submit a copy of the Institutional Review Board (IRB) approval and a copy of the human subject consent form to NAEF before any funds will be distributed. If the IRB process has been completed by the proposal deadline, include it with the proposal. Otherwise, file it with NAEF as soon as approval is obtained.
- Proposals to support dissertations must be competitive with the priorities of the fund in terms of meeting the Research Agenda.
Proposals for the purchase of equipment, conducting conferences, indirect costs, or the production of publications will not be funded. Funding for materials and travel shall be limited to a minor part of the grant and must be directly related to the operation and accomplishment of the research.

There is no restriction to using these grants as matching funds nor to matching these grants from other sources; however, the Foundation must be fully informed of this intention and will deny funds to any applicant (or awardee) who does not make such disclosure. NAEF grant funds may not be matched against other NAEF grant applications. If matching funds are involved, NAEF funds will not be released until there is proof that matching funds have been obtained. Full accounting of the use of all NAEF funds will be required on completion of the project (normally expected to be one calendar year). The specific method of distribution of funds to the recipient will be determined on a case by case basis through negotiation between the recipient and the Foundation’s Secretary/Treasurer. The Foundation may request additional materials if it feels a proposal has merit, yet is insufficiently comprehensive in its presentation for a decision to be made concerning its merit.

**TOTAL LENGTH OF THE PROPOSAL:** NINE (9) pages maximum based on the total pages for each item listed above, EXCLUDING resumé/cv, reference list, the cover page, checklist.

**FORMAT:** 30 lines per page, font size no smaller than 10 points, 8 ½” x 11” paper, one side only.

**SIX (6) collated copies of the Complete Proposal must be enclosed in one package and postmarked by October 1, 2011.**

---

**General Information about the NAEA Research Agenda**


**A Visual Arts Education Research Agenda**

Given that there is a wide range of possible and worthwhile concerns to contemplate and research questions to ask and study within visual arts education, the five categories of the 2011-2014 NAEA Strategic Plan—community, advocacy, learning, research and knowledge, and organizational vibrancy—provide the framework for the research agenda.

**Community:** NAEA is a dynamic, inclusive, and diverse professional community that shares a commitment to NAEA’s mission and vision.

**Advocacy:** NAEA influences stakeholders and decision makers to support visual arts education.

**Learning:** NAEA provides exemplary learning opportunities that help members become more effective educators, artists, leaders, and advocates for visual arts education.

**Research and Knowledge:** NAEA conducts research and generates knowledge that enriches and expands visual arts education, and widely shares that research and knowledge.

**Organizational Vibrancy:** NAEA’s culture, systems, structures, and resources facilitate its mission of advancing visual arts education.
NAEF RESEARCH GRANTS
APPLICATION COVER SHEET

Results will be announced on or before June 1, 2012. Selected projects will be announced in the NAEA News and on the NAEA website. Project year runs July 1, 2012, to June 30, 2013.

Name: 
Address: 
City: _________________________ State: _______ Zip: ________________
E-mail: _____________________________ Home phone: (___) ____________________
NAEA member ID #: ______________________ Amount applicant seeks: $ ______________________
School where you teach: 
Work address: ____________________________ Work phone: (___) ________________
City: _________________________ State: _______ Zip: ________________

I am the recipient of previous NAEF funding (check one) _____ Yes _____ No
If yes, previously funded grant information (complete all that apply):

<table>
<thead>
<tr>
<th>Grant Type</th>
<th>Year</th>
<th>Amount</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Grant</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
<tr>
<td>Ruth Halvorsen</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
<tr>
<td>Mary McMullan</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
<tr>
<td>SHIP Grant</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
<tr>
<td>Teacher Incentive</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
</tbody>
</table>

POSTMARKED APPLICATION DEADLINE IS OCTOBER 1, 2011

Mail 6 collated copies of the completed cover page, checklist, the proposal, and attachments to:

NAEF Research Grants
National Art Education Foundation
1806 Robert Fulton Drive, Suite 300, Reston, VA 20191

SIGNATURE OF APPLICANT: ___________________________ DATE: __________________
NAEF RESEARCH GRANTS
CHECKLIST FOR APPLICANTS

This checklist must be submitted with each copy of your proposal.
Your proposal must meet the following criteria for initial review.

APPLICATION FORM
____ Cover page and checklist are complete
____ Funds requested do not exceed $10,000

COVER LETTER FORM AND CONTENT
____ Total length: 2 pages maximum
____ 30 lines per page, font size no smaller than 10 points, 8 1/2” x 11” paper one-side only
____ Describes research proposal in summary form
____ Describes how the proposal focuses on goals published in Creating a Visual Arts Research Agenda for the 21st Century (Check which category or categories the project is most focused on addressing):
   _____ Learning _____ Community _____ Advocacy _____ Research and Knowledge
____ Gives brief description of your qualifications
____ Includes home and work addresses, phone, fax, e-mail, etc.

PROPOSAL
Format:
____ Total length: 5 pages maximum, excluding Appendices and cover letter, References, Resume, Cover Page, and Checklist
____ 30 lines per page, font size no smaller than 10 points, 8 1/2” x 11” paper, one side only
____ For purpose of blind review, exclude all mention of applicant and institution in proposal itself

Content and Detail:
____ Title of project
____ Project/Proposal description (1-2 sentences)
____ Duration of project
____ Key questions or hypotheses to be addressed
____ Specific problem to be investigated and its significance
____ Prior related research literature
____ How data is to be collected and examined
____ Methods to be used for analysis and reporting

BUDGET
____ 1-page budget breakout, beginning on a new page (See Budget Guidelines)
____ Clearly identifies amount requested
____ Clearly identifies use of NAEF Research Grant funds
   _____ Does not include overhead costs
____ Clearly identifies other funding in hand
____ Clearly identifies other funding expected
____ Includes timeline of activities with dates (i.e. month or time period: Summer 2012, Fall 2012, etc.)
____ Indicates total cost of related project
APPENDICES

____ Full professional resumes for project director and key personnel including:
   _____ art teaching experience
   _____ research background
   _____ published research
   _____ unpublished research

____ Names of three references who will attest to research qualifications and ability to complete project (one page)
____ Optional copies of research conducted by key personnel, if directly relevant to the project

SUBMISSION REQUIREMENTS

____ 6 collated copies of the above are enclosed in one package for mailing postmarked by October 1, 2011
SHIP GRANTS

GENERAL DESCRIPTION: The National Art Education Foundation invites proposals for scholarships that promote NAEA’s efforts to initiate and encourage the understanding and implementation of the goals for student learning promulgated through the National Visual Arts Standards.

WHAT IS FUNDED THROUGH THIS GRANT PROGRAM: Funds are awarded to selected art educators whose proposals seek art equipment and/or instructional curriculum resources used to focus on student learning specifically related to the National Visual Arts Standards (document copies may be purchased from NAEA Publications, 1806 Robert Fulton Drive, Suite 300, Reston, VA 20191).

PROJECT YEAR: The project year runs from July 1, 2012, through June 30, 2013.

FUNDING LEVEL: SHIP Grants are limited to a maximum of $500 per grant.

THE PROPOSAL: A proposal for a SHIP Grant must include the following:
- A completed cover sheet
- A completed checklist
- Title of Project
- Project/Proposal Description (1-2 sentences)
- Statement of the problem or need
- Description of the population to be served
- Project Objectives
- One-page statement of anticipated benefits
- Duration of the project
- One-page budget breakout (See Budget Guidelines) that:
  - Itemizes and justifies all funding being sought
  - Clearly identifies use of the SHIP Grant monies
- Appendices
  - Resumes of key personnel
  - Letter of endorsement of the project form an administrator with the authority to approve it

TOTAL LENGTH OF THE PROPOSAL: FIVE (5) pages maximum, EXCLUDING the appendices, cover page, and checklist.

FORMAT: 30 lines per page, font size no smaller than 10 points, 8 ½” x 11” paper, one side only.
SIX (6) collated copies of the Complete Proposal must be enclosed in one package and postmarked by October 1, 2011.
SHIP GRANTS
APPLICATION COVER SHEET

Results will be announced on or before June 1, 2012. Selected projects will be announced in the NAEA News and on the NAEA website. Project year runs July 1, 2012, to June 30, 2013.

Name: ____________________________________________________________

Address: _____________________________________________________________________________

City: __________________________ State: _______ Zip: __________________________

E-mail: __________________________________________ Home phone: (___) _______________________

NAEA member ID #: _____________________ Amount applicant seeks: $ __________________________

School where you teach: __________________________________________

Work address: __________________________________________ Work phone: (___) _______________________

City: __________________________ State: _______ Zip: __________________________

I am the recipient of previous NAEF funding (check one)  _____ Yes  _____ No

If yes, previously funded grant information (complete all that apply):

<table>
<thead>
<tr>
<th>Type of Grant</th>
<th>Year</th>
<th>Amount</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Grant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ruth Halvorsen</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
<tr>
<td>Mary McMullan</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
<tr>
<td>SHIP Grant</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
<tr>
<td>Teacher Incentive</td>
<td>Year</td>
<td>Amount</td>
<td>Title</td>
</tr>
</tbody>
</table>

POSTMARKED APPLICATION DEADLINE IS OCTOBER 1, 2011

Mail 6 collated copies of the completed cover page, checklist, the proposal, and attachments to:

SHIP Grants
National Art Education Foundation
1806 Robert Fulton Drive, Suite 300, Reston, VA 20191

SIGNATURE OF APPLICANT: ______________________________________ DATE: __________________
SHIP GRANTS
CHECKLIST FOR APPLICANTS

This checklist must be submitted with each copy of your proposal.
Your proposal must meet the following criteria for initial review.

APPLICATION FORM
_____ Cover page and checklist are complete
_____ Funds requested do not exceed $500

PROPOSAL
Format:
_____ Total length: 5 pages maximum, excluding appendices, cover page, and checklist
_____ Format: 30 lines per page, font size no smaller than 10 points, 8 1/2” x 11” paper, one-side only

Content and Detail:
_____ Title of project
_____ Project/Proposal description (1-2 sentences)
_____ Duration of project
_____ Statement of the problem or need
_____ Description of the population to be served
_____ Project objectives
_____ 1-page statement of anticipated benefits
_____ 1-page budget break out (see Budget Guidelines) that:
      _____ Itemizes and justifies all funding being sought
      _____ Clearly identifies use of the SHIP Fund monies

APPENDICES
_____ Resumés of key personnel
_____ Letter of endorsement of this project from an administrator with authority to approve it

SUBMISSION REQUIREMENTS
_____ 6 collated copies of the above are enclosed in one package for mailing postmarked by **October 1, 2011**
TEACHER INCENTIVE GRANTS

GENERAL DESCRIPTION: The National Art Education Foundation (NAEF) invites proposals for scholarship support of projects that promote the improvement of the teaching of art.

WHAT IS FUNDED THROUGH THIS GRANT PROGRAM: Funds are awarded to projects that facilitate development of teachers’ capacities to provide visual art instruction that reflects the vision promulgated by the National Art Education Association in areas such as curriculum; student learning; student assessment; classroom behavior, management, or discipline; or other practices relating to instructional interaction and the achievement of student learning.

PROJECT YEAR: The project year runs from July 1, 2012, through June 30, 2013.

FUNDING LEVEL: Teacher Incentive Grants are limited to a maximum of $2,500 per grant.

THE PROPOSAL: A proposal for a Teacher Incentive Grant must include the following:

- A completed cover sheet
- A completed checklist
- Title of the project
- Project/Proposal description (1-2 sentences)
- Statement of the problem or need
- Description of the population to be served
- Project objectives
- Specific activities to accomplish each objective
- Duration of project
- Timeline of project activities
- One-page statement of anticipated benefits
- One-page detailed budget (See Budget Guidelines) that:
  - Itemizes and justified all funding being sought
  - Clearly identifies the use of the Teacher Incentive Grant funds
- Appendices
  - Resumes of key personnel
  - Letter of endorsement of this project from an administrator with authority to approve it

TOTAL LENGTH OF THE PROPOSAL: EIGHT (8) pages maximum, EXCLUDING the appendices, cover page, and checklist.

FORMAT: 30 lines per page, font size no smaller than 10 points, 8 ½” x 11” paper, one side only.

SIX (6) collated copies of the Complete Proposal must be enclosed in one package and postmarked by October 1, 2011.
Applicants for a Teacher Incentive Grant may NOT apply for a Ruth Halvorsen Professional Development Grant, even if the proposals are for different projects.

Results will be announced on or before June 1, 2012. Selected projects will be announced in the NAEA News and on the NAEA website. Project year runs July 1, 2012, to June 30, 2013.

Name: ____________________________________________________________

Address: ________________________________________________________

City: __________________________ State: _______Zip: ___________________

E-mail: _________________________ Home phone: ( ___ ) __________________

NAEA member ID #: ______________________ Amount applicant seeks: $ ______________________

School where you teach: ___________________________________________

Work address: ___________________________________________________

City: __________________________ State: ____ Zip: ____________________

I am the recipient of previous NAEF funding (check one) ____ Yes _____ No

If yes, previously funded grant information (complete all that apply):

<table>
<thead>
<tr>
<th>Grant Type</th>
<th>Year</th>
<th>Amount</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Grant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ruth Halvorsen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mary McMullan</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SHIP Grant</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teacher Incentive</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

POSTMARKED APPLICATION DEADLINE IS OCTOBER 1, 2011

Mail 6 collated copies of the completed cover page, checklist, the proposal, and attachments to:

Teacher Incentive Grants
National Art Education Foundation
1806 Robert Fulton Drive, Suite 300, Reston, VA 20191

SIGNATURE OF APPLICANT: __________________________ DATE: _______________
TEACHER INCENTIVE GRANTS
CHECKLIST FOR APPLICANTS

This checklist must be submitted with each copy of your proposal.

Check that your proposal matches one (or more) of the following categories:

- Curriculum
- Instructional process
- Student learning
- Student assessment
- Classroom behavior, management, discipline
- Other practices relevant to implementing the NAEA National Visual Art Standards

Your proposal must meet the following criteria for initial review.

APPLICATION FORM

- Cover page and checklist are complete
- Funds requested do not exceed $2,500

PROPOSAL

Format:

- Total length: 8 pages maximum, excluding Appendices, Cover Page, and Checklist
- Format: 30 lines per page, font size no smaller than 10 points, 8 1/2” x 11” paper, one-side only

Content and Detail:

- Title of project
- Project/Proposal Description (1-2 sentences)
- Duration of project
- Statement of the problem or need
- Description of the population to be served
- Project objectives
- Specific activities to accomplish each objective
- Timeline of activities with dates (i.e. month or time period: Summer 2012, Fall 2012, etc.)
- 1-page statement of anticipated benefits
- 1-page budget break out (see Budget Guidelines) that:
  - Itemizes and justifies all funding being sought
  - Clearly identifies use of Teacher Incentive Grant funds

APPENDICES

- Resumés of key personnel
- Letter of endorsement of this project from an administrator with authority to approve it

SUBMISSION REQUIREMENTS

- 6 collated copies of the above are enclosed in one package for mailing postmarked by October 1, 2011
NATIONAL ART EDUCATION FOUNDATION

BOARD OF TRUSTEES

Mac Arthur Goodwin, Chair (2009-2013)
Deborah Reeve, Secretary/Treasurer (Appointed by Virtue of Position)
R. Barry Shauck, NAEA Past President (2011-2013)
Larry S. Barnfield (2011-2015)
Doug Blandy (2011-2015)
Ralph J. Caouette (2010-2014)
Robert W. Curtis (Life Trustee)
Dean G. Johns (2010-2014)
Nancy P. MacGregor (Life Trustee)
Stanley S. Madeja (2007-2014)
Margaret Peeno (2010-2014)
Charles A. Qualley (Life Trustee)
Mary Ann Stankiewicz (2011-2015)
James L. Tucker, Jr. (2007-2014)
Brenda Turner (2009-2012)

National Art Education Foundation Contact Information:

Kathi R. Levin
Program/Development Officer
National Art Education Foundation
1806 Robert Fulton Drive
Suite 300
Reston, VA 20191
703-860-8000
naef@arteducators.org