

**Information for Applicants**  
**The Lambda State Foundation for Educational Studies, Inc.**

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 following documents: *Guidelines for Stipends* and *Rubric for Lambda State Reviewers*. Both are available on the Lambda State Website under Foundation or Forms.

Download the Application Form from the Lambda State Website ([deltakappagamma.org/IL](http://deltakappagamma.org/IL)), complete the form, save on your computer as a Word document and send electronically to Jan Ellen Shawgo, Secretary at [chisoxfan\\_13@comcast.net](mailto:chisoxfan_13@comcast.net).

Request the letters of reference in electronic form or scan into a file, save as a Word document, and send electronically to Jan Ellen Shawgo, Secretary.

Plan ahead as all documents must be received no later than May 1 for spring consideration and November 1 for fall consideration.

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 DKG 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 Lambda State 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.