

**To:** Stanford University Graduate School of Education Professors

**From:** Dean Deborah Stipek

**RE:** Stanford University Graduate School of Education Incentive Fund For Projects in San Francisco Unified School District – Request for Proposals

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April 1, 2014

Dear Professors,

The Stanford University Graduate School of Education (GSE) is happy to announce its new Incentive Fund for Projects in San Francisco Unified School District (SFUSD). The funds support faculty research that is conducted in the context of a sustained and deep collaboration with SFUSD. Because the district identifies the problems of practice being researched, the research has a high likelihood of having an effect on policies and practice. The collaboration and funding give Stanford’s GSE an opportunity to make a measurable difference in the quality of education experienced by a very diverse population of students. Therefore, Stanford GSE will provide funding for professors to locate some of their research projects in SFUSD and align their research questions with the priorities of the district.

A joint selection committee comprised of two SFUSD representatives (SFUSD’s Deputy Superintendent of Instruction, Innovation and Social Justice and Assistant Superintendent of Research, Planning, and Accountability) and two Stanford representatives (to be selected by the Stanford GSE Dean) will make sure the Stanford projects awarded incentive funds are not only aligned with the district’s research agenda, but also meet Stanford GSE’s standards for generalizability. By enabling faculty to bypass traditional and lengthy funding processes, this incentive fund will provide research funding on a shortened timeline, significantly reducing the amount of time before research can begin and providing a much more timely response to district research needs. All incentive funds need to be approved by both SFUSD and Stanford representatives on the selection committee.

A proposal to the Incentive Fund should include three elements:

- 1) A completed proposal cover page (see the form on page 2 of this RFP)
- 2) A completed SFUSD research application, [click here](#)
- 3) A completed Stanford/SFUSD Data Use Agreement template, [click here](#)

Completed proposals to the Incentive Fund should be sent to Laura Wentworth at [laura@caedpartners.org](mailto:laura@caedpartners.org) according to the below timeline.

The timeline for submitting, awarding, and distributing these incentives are:

Proposals due	Incentive Awards announced	Incentive funds distributed
June 2, 2014, midnight	July 1, 2014	July 31, 2014

If you have any questions, please send them to Laura Wentworth at [laura@caedpartners.org](mailto:laura@caedpartners.org) or call Laura at 415-279-8446.

Sincerely,  
Deborah Stipek  
Dean of the Stanford University Graduate School of Education

**Stanford University GSE Incentive Fund For Projects in SFUSD**

Cover Page

Name: \_\_\_\_\_

Title of Project: \_\_\_\_\_

**1) In the box below, please describe how your proposed research fits within the criteria for awarding these incentive funds.\***

The main criteria for awarding incentive funds include:

Criteria #1: Supports SFUSD's Research Agenda - [click here](#) for information on SFUSD's Research Agenda

Criteria #2: Meets Stanford's Criteria for Generalizable research - other school districts find the research relevant and useful

**2) In the box below, please specify which types of resources you are requesting.** Be sure to describe the resources you are requesting from the incentive fund, the role those resources will play, and describe any other funding you have received for this project.

**Funding amounts for incentive fund:** About \$500,000 will be awarded this year by this incentive fund. Funding may be split among as many or as few projects as the committee sees fit based on the criteria listed above. Funding cannot be used to buy out teaching classes, and professors can apply for incentive funding for one project each year. Please be as specific as possible when itemizing funding. For more information about this incentive fund, please see the Incentive Fund FAQ.

**Here are some potential budget items to be funded by this incentive fund. Projects requesting research assistantships or summer salary will be looked on with higher priority than requests for project management or project operations.**

- Research Assistantships: .50 at \$14,855 per quarter or .25 at \$7,437 per quarter
- Project management: costs will vary by project
- Project operations (materials, facility rental, survey incentives, etc.): costs will vary by project
- Summer Salary: \$16,000 per month

\*We encourage you to fit your responses within the above boxes. If you need more space, please add one additional page.