

# Hornby Teacher Association Projects 2022–2023: Call for proposals

*The document is intended to give background information about the A.S. Hornby Educational Trust Teacher Association Project Scheme and to explain the application process. Please read it carefully before submitting a proposal for project funding.*

## About the A.S. Hornby Educational Trust

The chief object of the A.S. Hornby Educational Trust is to promote the teaching and learning of English for speakers of other languages, especially by providing scholarships and grants. Since 1961, the Trust has supported the professional development of a significant number of teachers in the Global South via individual scholarships to study on MA programmes in the UK (the ‘Hornby Scholars’ scheme), regional workshops (‘Hornby Schools’ or ‘Hornby Workshops’) and via small-scale project funding to alumni and to Teacher Associations.

## Background to the Scheme

The Hornby Teacher Association Project Award Scheme builds on the previous Hornby–IATEFL Associates Project Award programme, whereby, for a period of ten years, up to two Teacher Associations (associates of IATEFL) were granted funding each year for projects which stimulate and enhance the professional development of ELT practitioners in transitional countries via Teacher Association activity. Since 2018, 31 Teacher Association projects have been awarded up to £2,000 each, in 20 countries ranging from Argentina to Zambia. For 2022–23, the amount of funding available has once more been increased, with the consequence that 20 projects can be funded for up to £2,000 each. Further details of previous awards are available on the Hornby Trust website:

<https://www.hornby-trust.org.uk/projects>. Details of how to apply for a 2022–23 award are below.

## Aims of the Hornby Teacher Association Project Award Scheme

The aims of the scheme are as follows:

With a view, particularly, to the enhancement of English teaching in public education systems in low- and middle-income countries, to:

- strengthen existing Teacher Associations (TAs), TA chapters and other English teacher groups or networks
- nurture the development of new TAs, TA chapters, English teacher groups or networks
- contribute to wider participation in TAs, TA chapters, English teacher groups or networks
- promote identification, nurturing and sharing of local expertise
- enhance a focus on stated needs of learners and teachers
- stimulate contextually appropriate thinking on ELT methodology, materials, assessment, etc.
- promote the development of previously marginalized or under-represented groups within TAs, TA chapters, English teacher groups or networks

**While we are happy to accept applications related to any of the above, this year we are particularly interested in projects linked to the 3 areas below.**

**1. Projects providing support for virtual or informal teachers' groups or associations, or for the local chapters of larger TAs. For example**

A project that helps teachers find 'local solutions' to 'local problems' through sharing of practices, or adapted materials between teachers within a local area, or through locally focussed Exploratory Action Research projects.

**2. Projects supporting the establishment of horizontal / distributed TA leadership. For example**

A project that aims to develop new models of leadership and /or involve TA members more fully in all aspects of TA decision-making.

**3. Projects in which the TA activity aims to make one or more aspects of the wider English education system more relevant to their teachers' contexts, through involvement with eg: pre or in-service teacher education, curriculum development, materials or assessment . For example**

A project that encourages TA members who act as School Practicum supervisors to work with Teacher Educators, to make the Teacher Education syllabus more relevant to the classroom contexts in which trainees will be working.

A project that increases collaboration between the TA and local/regional educational administrators in, for example, the planning and content of 'official' professional development for teachers.

A project in which a TA works with Teacher Educators and /or Schools to develop and provide activities that support the effective induction of newly recruited teachers.

## **Criteria for evaluation**

Successful project applications will fulfill all or most of the following criteria:

- match one or more of the project aims above (essential)
- show how resources, skills or knowledge will be shared in local teacher communities
- funded activities will last no longer than one year
- contain a clear timeline and plan of activities
- show how the longer-term effectiveness of the project will be evaluated (i.e. not just with an immediate reaction questionnaire)
- show how the project is part of a longer-term plan
- exhibit diversity in the project team
- contain a detailed budget
- request funds of no more than £2,000
- describe the expected impact of the project
- demonstrate matching funding

## **The Hornby Trust will not normally fund:**

- stand-alone workshops, i.e., which are not embedded in a longer-term programme
- one-off conferences

- conference participation
- commercial publications
- fee payments for applicants or other team members
- the whole project; i.e. evidence of matching funding is desirable
- purchases of equipment

Proposals can be, for example, for workshops or seminar programmes, exchanges, needs analyses and courses, including distance learning courses. Academic research will not qualify, unless conducting the research *actively* involves a network of fellow professionals and the outcome of the research is further development of this network. Some ideas for possible projects may be found here: <https://www.hornby-trust.org.uk/decentring-elt>

## Preparing a Proposal

The first step in applying for Hornby funds is to prepare a proposal. ***Please ensure that you use the standard proposal form (attached and also available on the Hornby Trust website – <https://www.hornby-trust.org.uk/projects>), and that your proposal meets the scheme criteria above and below.***

Before creating a draft proposal, it is highly recommended that you discuss your project idea with your local / regional British Council office and/or with Dr Martin Wedell, who is acting as mentor to the scheme ([martinwed1@outlook.com](mailto:martinwed1@outlook.com)). In the case of groups which are not yet established Teacher Associations (see 'Eligibility' below), it is especially important that you gain advice and support from a local / regional British Council office or from Dr Wedell. You will need to think about: rationale and objectives; target audience; project team; schedule; budget; evaluation and reporting, etc. Following this initial discussion, draft your project proposal using the standard proposal form.

## Eligibility

Any bona fide Teacher Association and/or teachers' group or network is eligible to apply for an award which will benefit English teachers in a specific low- or middle-income country or countries (see [this list](#) for eligible countries). The scheme is particularly targeted at associates of IATEFL, affiliates of TESOL and member associations of FIPLV, and at other established Teacher Associations with a written constitution and transparent accounting procedures. However, we are also keen to fund activities which will contribute to the establishment of a Teacher Association in countries or regions with no existing association. Follow-on projects from previously funded initiatives are possible, so long as they are different in purpose and objectives from the original application.

## Recommendations on how to submit a proposal

1. Ensure that you use the standard proposal form and complete all sections. Additional information may be useful but should be provided only if it is essential for understanding what will be achieved.
2. Proposals should be concise and show clearly how the objectives will be achieved (steps should be listed in the 'Outline of project stages and timeline'). Clear statements and a reasonable number of objectives will help you to evaluate the project eventually
3. The Hornby Trust will not normally provide complete funding. It contributes to projects and activities, and matching funds (or funding 'in kind', e.g. provision of free venue space etc.) are expected from other partners. The total amount of funding required from the Hornby Trust

should be specified in detail, as well as other partners' contributions.

4. It is important to identify team members and partners. Team members are directly involved in implementation of project activities. Partners are not normally directly involved but may provide funds, venues, printing services, etc. Please consider how you can involve a diverse range of participants in project leadership roles, including representatives from previously under-represented groups.
5. Proposals for workshops, events, and similar activities should demonstrate how dissemination and follow-up will be carried out, so as to show sustainability after the event is over.
6. Proposals should not normally have a commercial nature, e.g. involve production of teaching materials for sale.
7. Evaluation should include both short-term evaluation of the project, i.e. how the project methods and results will be measured, and long-term evaluation, i.e. what impact the project will have had in permanently changing the behaviour or beliefs of the target audience. For example, a questionnaire or feedback form may be used to evaluate the immediate success of a workshop or training event. For the longer term, a follow-up questionnaire or report six months after the event might be used to assess impact. Please note that end-of-project reports will be required from all successful applicants, using a template which will be provided.

### **Submitting a proposal:**

Please fill out the application form and send it to: [Marta.Brichova@BritishCouncil.Org](mailto:Marta.Brichova@BritishCouncil.Org) by **15 October 2022**.