Application Instructions and FAQ

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Application Instructions

Thank you for your interest in the Math Power Prize!. Please read these instructions in full before completing your submission. If you require additional guidance, please email your questions to medalliance@meducationalliance.org.

The deadline for applying is midnight, **April 29 2022** (EDT); all applications and supporting materials must be received by this time to be eligible for consideration.

Application Form

1. Download the Application Form and Instructions from [www.meducationalliance.org/mathpowerprize] and save the form as "OrganizationName_MathPowerPrize," (e.g., MathWhiz applies and the filename is MathWhiz_MathPowerPrize).
2. The application is supported in Microsoft Word 2007 and later. If you are using another program to complete the application, dropdown functionality in Section 1 may be disabled. If the dropdowns do not appear, please follow these instructions carefully to complete Section 1 . For Type of Nomination, type one of the following: Self-nomination or Outside Nomination. All other fields in this application may be completed by typing your answer.
3. Outside nominators should coordinate with the nominee organization to ensure that a single application is submitted. In the case of multiple nominations, the board may review only one application.
4. If you are applying on behalf of an organization with which you are affiliated, select "Self-Nomination" in section 1 and complete the self-nomination portion of section 4. If you are applying on behalf of an organization with which you are not affiliated, select "Outside Nomination" and complete the outside nomination portion of section 4. (You are affiliated with an organization if you are an employee, contractor, volunteer or board member of the organization.) The outside nomination portion of section 4 does not need to be filled out for self-nominations.
5. Complete the application form. Selection criteria statements should not exceed 250 words each and should not contain information included in your essay.

Essay

1. The essay must be no more than 750 words. Website URLs should be fully written out and count as one word. (Check links to make sure that they are correctly spelled and lead to active web pages.) Essays that exceed 750 words will be disqualified.

2. Your essay should summarize why your organization should be considered for this prize. Do not repeat the information in your selection criteria statements.

Letters of Reference
1. One letter of reference is required. There is no word limit but they are typically no more than 1,000 words.
2. Save letter of reference as "OrganizationName_Reference". PDFs are preferred for letters of reference, but text formats such as .rtf, .doc, etc. are also acceptable. Please do not send .jpg or .jpeg files.

Submission
1. Email the letter of reference and the completed application form, including the five selection criteria statements and your essay, to medalliance@meducationalliance.org. The subject line should read: "Organization name, Math Power Prize, Application" (e.g., Subject: MathWhiz, Math Power Prize, Application). If you do not have an Employer Identification Number (EIN), requested in Part 2 of the application, please provide a letter verifying, or other proof of, your non-profit status.

Application Tips

- Observe the word count limit. You can optimize your word limit by referring to your initiative's website (note the details that the website provides, such as staffing, budget and resources).
- Read the Frequently Asked Questions.
- In your narrative stay focused on providing the most relevant information and specific information or examples to support your case.
- Usually, it is more effective for the overarching organization to submit a proposal rather than one subset of the organization (for example, a national literacy center rather than one town's center, which is part of the national group).
- Focus on the impact—improving people's lives. You might distribute a million math books, but if people don't read those books and you don't have any proof of impact on learning outcomes then the initiative may or may not be making the difference.
- When applying for the Math Power! Prize, demonstrate:
    - o   Broad and deep impact over time
    - o   Growth and improvement over time
    - o   How the initiative sustains itself through stable funding, staffing and other support

About the Selection Criteria

Each application is evaluated based on the five selection criteria described here. The applications are rated on a 100-point scoring system, with different weights for each selection criterion by prize category, listed below.

Innovation
25 points

Unique, original, creative and forward-thinking approaches to numeracy are considered when evaluating an organization's innovation. From implementing ideas no one else has tried to fresh approaches to community building and partnerships, innovation includes developing new and well-suited solutions.

Sustainability
20 points

Organizations are evaluated for sustainability by examining several factors, including a predictable and strong budget, funding sources, stability of service, institutional support and community participation. Typically, a self-sustaining initiative is not a one-time campaign, based on one time donations or dependent on the leadership of one individual. Sustainable organizations often have several funding sources, as in these models: a baseline fund, such as from a national public library, supported by additional funding from partners for enhanced services; or several stable and continuous funding sources such as a foundation, sponsoring partners and profits from training or publications.

Replicability
20 points

Replicable initiatives help further the cause of numeracy throughout the world. Organizations are evaluated for replicability by examining the ease and scalability of their model. With the details of the initiative and its guidelines, can another organization replicate the effort? Initiatives that succeed due to the influence of a small group of people, unique circumstances or financial windfall are not easily replicable.

Measurable Results

25 points

The impact of an organization is evaluated with measurable results in comparison with baseline data. While anecdotes are compelling, the impact should be in terms of the target group's improved numeracy competence. Ideally, this numeracy improvement results in measurable outcomes such as employment and promotion, academic pursuit and success, improved family numeracy, better health and better consumer decisions. Measurements of individual improved numeracy might include increases in: math scores, participation in math competitions, academic course grades, and reports of self-confidence as readers. Measurable impact may also include evidence such as enactment of improved numeracy curriculum, publications by the target audience, new resources to support increased numeracy demands, more numerate employees and the establishment of math clubs.

Evidence-based Practice

10 points

Relevance and legitimacy of an initiative are evaluated by examining its research and reliance on existing professional literature and applied practice. Organizations with thorough evidence-based practice cite research and clearly state how their recommendations have been consulted and applied to develop their initiative in specific ways. Examples of demonstrated evidence-based practice: the initiative's actions model theory and research; research led to the development of the initiative and its methodology is used to demonstrate significant improvement; the initiative's impact is measured with the evaluation tools from research; and literacy researchers serve as consultants and external evaluators.

Frequently Asked Questions

Timeline

1. **When can I submit an application?**
   The application period is from March 14, 2022, to April 29, 2022. All applications must be submitted by 12:00 p.m. EDT on April 29th, 2022.

2. **When will I know if my application was successful?**
   Award winners will be contacted in May 2022.

3. **When are the winners announced?**
   Award winners and successful practices honorees will be publicly announced in April 2022.

Letters of Reference

4. **What should a letter of reference contain?**
   The letter should include a short description of how the writer knows the organization and a brief statement about why he or she feels that it should be considered for an award. Letters that specifically address the difference the organization makes and its unique value to the promotion of numeracy and mathematics are highly encouraged. Reference letters must be signed.

5. **How long should they be?**
   There is no word count for the references, but most are 1,000 words or less.

6. **Who should write the letters of reference?**
   Letters should come from someone outside of the nominated organization who knows the program and can clearly articulate why the organization's work should be considered for the award. This might include partners, policy advisers, academics, government officials, beneficiaries or anyone else who is familiar with the organization's work.

7. **To whom should the letters be addressed?**
   The letters can be addressed to the Math Power! Prize Advisory Board as follows: "Dear Math Power! Prize Advisory Board,"

Essay

8. **What information should the essay contain?**
   The essay should summarize why the organization should be considered for the prize, focusing on how it meets the selection criteria (innovation, sustainability, replicability, measurable results and evidence-based practice). The most important information to include in the essay is a description of what the organization does and whom it serves. Given the size limitation of the essay, nominators are encouraged to have their text focus on the value of the work the organization provides and the difference that work makes in increasing numeracy and/or public awareness of the need for numeracy.

9. **How much information about context/organizational history should be included in the essay?**
   A brief statement about the organizational history is useful, which might include the length of time the program has been active and any important milestones that are relevant to the organization's current work. Again, a reference to website content may be appropriate to provide in-depth history or background.

10. **How do I add links to the essay to direct readers to additional information?**
    Write out the full URL directly in the text of the essay. Links embedded in the text will not be accessible to those evaluating the application.

11. **My essay is more than 750 words, is that acceptable?**
    No, essays longer than 750 words will be disqualified.

12. **Do URLs add to the word count?**
    Yes. Each URL counts as one word.

Successful Practices Honorees

13. **What does it mean to be a successful practices honoree?**
    Each year up several organizations that apply are recognized for their successful implementation of a specific numeracy or mathematics promotion practice and will receive a financial award (e.g, $5,000). Short profiles of these honorees will be included on the mEducation Alliance website along with descriptions of the prize winners.

14. **How are the honorees selected?**
    The successful practices honorees are selected based on the overall evaluation of their application and their successful implementation of a specific numeracy and/or math promotion practice.

15. **Do I need to apply separately to be considered for "successful practices" recognition?**
    No. Honorees are chosen from high-quality submissions.

16. **Who is eligible to apply for the Math Power! Prize Awards?**
    Any organization or program that does not operate on a for-profit basis is eligible to apply. We accept applications for projects created or sponsored by local, regional or national governments. We do not accept nominations for individuals. At least 50%

of the awards will go to organizations working in low-resource developing country contexts.

17. **Can I submit my application in a language other than English?**
At this time we are only able to evaluate materials submitted in English. If you wish to use letters of reference that are written in another language, please provide an English translation as well.

18. **Can I request feedback on my application if it is not successful?**
Due to limited personnel resources, feedback on unsuccessful applications will not be provided.

19. **I have more questions. Whom should I contact?**
Email questions to medalliance@meducationalliance.org.