

Irish Primary Principals' Network

Research Bursary

2008 Proposal Form

NAME OF NOMINEE:

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IPPN Research Bursaries - 2008/2009

This is our 5th Annual Research Bursary for school leaders and, as last year, peer nominations are welcome. If you are not eager to put yourself forward for a Bursary, you have the opportunity to nominate another IPPN member whom you believe to be worthy of the opportunity.

This year's Bursary competition has a new dimension whereby we are inviting proposals to focus on one of two predefined topics. These are:

1. The **design and development of practical administrative software applications** that will be of benefit to all schools
2. The **compilation of a comprehensive set of school policies** which will meet the needs of all schools.

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| Completed Proposal Forms to be returned by e-mail <u>only</u> , on or before Friday, Oct 3 rd 2008 to info@ippn.ie |
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| For IPPN Office Use Only: |
| Received: |
| Date: |

School Roll Number
of Bursary Nominee:

Please insert complete roll number i.e. 5
digits and one letter. This is required to
validate your membership of IPPN e.g. 02531 A

1. Personal & Contact Details of Bursary Nominee:

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|---|----------------|------------|--|
| First Name: | | Last Name: | |
| Telephone: (H): | Telephone (W): | Mobile: | |
| Email address: | | | |
| Contact Details of Peer Nominator only if different from the above | | | |
| First Name: | | Last Name: | |
| Telephone: (H): | Telephone (W): | Mobile: | |
| Email address: | | | |

2. Bursary Proposal:

2.1. Which of the topics do you wish to develop? *Delete as appropriate.*

- The design and development of practical administrative software applications that will be of benefit to all Principals and Deputy Principals
OR
- The compilation of a comprehensive set of school policies which will meet the needs of all schools.

2.2 Describe the main aim of your proposal, how you propose to research it as well as your existing knowledge and experience in area.

Max 200 words

2.3 Describe how you will manage this project including research & development stages, timescales etc.?

Max 200 words

2.4 Describe the tangible outcome of the project:

Max 200 words

3. Benefits to IPPN & to School Leaders in general

3.1 How will the research project benefit IPPN & fellow School Leaders?

Max 200 words

4. Terms and Conditions

- 4.1. The bursary awardee will be notified in October 2008.
- 4.2. The 2008 Bursary may involve a one week study visit to examine and research international best practice. In such instance IPPN will assist with the early organisational arrangements.
- 4.3. The bursary award will be for the maximum amount of €5,000, or that which is sufficient to cover all agreed costs associated with your proposal.
- 4.4. Approval for leave of absence and substitute cover for 15 days for each awardee will be sought by IPPN from the DES.
- 4.5. All expenditure must be proven by receipts; with 40% payable prior to the main work being undertaken and the remaining 60% payable on completion of the reporting requirements.

- 4.6. The awardee will be responsible for his/her own insurances covering any or all accidents or liabilities arising.
- 4.7. IPPN will not be responsible for any loss/personal injury/damage suffered arising directly or indirectly from this bursary award.
- 4.8. The awardees are responsible for all logistical arrangements including school visits, insurances, travel, car hire, accommodation, etc.
- 4.9. Any expenditure overrun incurred by the awardee will be the sole responsibility of the awardee.
- 4.10. The awardees may arrange, at their own cost, travelling guest/partner/family so long as such arrangements do not impact on the stated outcomes of the bursary.
- 4.11. The bursary will be awarded by an independent adjudicator appointed by IPPN. The decision of the adjudicator is final.
- 4.12. Notwithstanding the bursary aims and objectives outlined by the successful applicant, IPPN may require the successful applicant to utilise the bursary for alternative research purposes.
- 4.13. IPPN retains all rights to research findings, publications, software applications and media opportunities arising from the bursary award.
- 4.14. The awardee will be available to IPPN for media and other public relations exercises as required.
- 4.15. The bursary work will take place between **1st November 2008** and **31st March 2009**.
- 4.16. The study visit must coincide with the school calendar of the country being visited.
- 4.17. Members of IPPN's executive may not apply or be nominated for this bursary.
- 4.18. The bursary awardee must provide IPPN with a letter from the chairperson of his/her BoM authorising leave to undertake the bursary activities.
- 4.19. Completed application form to be returned, by e-mail only on or before **Friday October 3rd 2008**
- 4.20. It is the responsibility of the applicant to ensure the application form has been successfully received on time by the IPPN Support Office.

5. *Nomination Acceptance*

I am happy to accept my nomination for the IPPN Research Bursary 2008. If successful, I agree to the terms & conditions as outlined above and I will commit to ensuring that the maximum benefit from the study visit and the research project is shared with IPPN & fellow school leaders.

Name of Nominee _____

Name of Nominator _____