



The Institute for Education Leadership • l'Institut de leadership en éducation

Research Advisory Committee (RAC) – Research Proposal Submissions

The IEL is dedicated to providing results-based strategic leadership to support school and system leaders in order to improve student achievement. It supports research to identify effective practices and facilitates the dissemination of this information. The IEL has identified the importance of having bilingual research material that is accessible, practical and in a useful framework.

Research proposals may be submitted to the Chair of the RAC. The RAC will provide feedback to help refine a proposal. Research proposals will be reviewed to determine if they align with the IEL's mandate, strategic plan, and budget.

The practice of the IEL is to post our research on our web-site, and to also encourage its publication in academic journals.

Proposal Template: Submissions will include

- Research Purpose / Rational
- Key Outcomes
- Overview and Components
- Deliverables
- Work Plan: Timelines
- Principal Investigator / Research Team
- Budget
- Reporting

Intellectual Property

The IEL will collectively hold all right, title and interest, including all intellectual property rights, in and to all materials including, but not limited to, documents, data, research, reports, methodologies, procedures and processes conceived or produced in the performance of sponsored research.

The IEL shall have the sole right to publish the results of sponsored research and any corresponding reports under the IEL branding.

Experience and Qualifications:

Every submission must identify a principal investigator who will be responsible for carrying out and completing the critical analysis. He or she may work with a co-investigator or recruit and supervise a Research Team. The principal investigator will make the submission on behalf of the Research Team and will be the main contact between the Research Team and the IEL. The

principal investigator must have expertise in instructional leadership development in education.

Where appropriate, the research team will include a member from the Francophone community with a clear understanding of Ontario's French-language education system.

Collectively, the research team will exhibit knowledge, skills and expertise as follows:

- Expert knowledge of the general literature on instructional leadership in education
- Extensive knowledge of Ontario's English-language and French-language education system
- Extensive experience synthesizing and critically analyzing literature; and
- Writing and communication skills.

Reporting:

Reporting will occur in either English or French. Interim and final reporting will include a presentation to the IEL. Review comments will be discussed with the principal investigator for incorporation into a final report. The final report will be accompanied by an executive summary. A PowerPoint will accompany written reports.

Reporting will be both electronic and hard copy. Materials are to be in a format appropriate for web publication. Resources need to support all four public systems of education, in the appropriate language. The IEL will oversee the translation of research materials.

Final deliverables will be considered to be complete after review and acceptance by the RAC.

Budget:

Proposals will include a budget detailing per diem costs for each researcher.

A travel budget, if applicable, for presentation of the interim and final reports will be included.

Translation fees of all reporting materials will be included in the budget.