

Information on Proposals and Programs

STARTALK Languages:

Teacher Programs:

Arabic, Chinese, Dari, Hindi, Persian, Russian, Swahili, Turkish, and Urdu

Student Programs (K -16):

Arabic, Chinese, Hindi, Persian, Swahili, Turkish, and Urdu

STARTALK Program Requirements:

1. STARTALK programs are primarily summer programs, but follow-on instruction or activities to retain or advance participants' learning is strongly encouraged.
2. All instruction must be held in the U.S., including territorial and tribal schools. Study abroad is not eligible for funding as part of this program. A complete description of the 2010 Program Eligibility Requirements is available at <http://startalk.umd.edu/2010/ProgramEligibility.pdf>
3. Awards are expected to be in the range of \$50,000 to \$100,000 based on the number of participants and the type of program offered. No proposals with budgets over \$100,000 will be accepted.
4. Student programs will NOT be funded for Dari or Russian in 2010 except in conjunction with teacher development programs.
5. There will be a pre-summer program network meeting and a post-summer summative meeting, both in Atlanta, GA. Your budget should include the costs for at least two persons from your program to attend these meetings.
6. If funded, programs will be expected to adhere to STARTALK "best practice" principles in implementing the program. Specifically, programs will be required to:
 - a. have all instructors and curriculum planners complete the Online Curriculum Design Guidelines tutorial: startalk.umd.edu/curriculum-guide/
 - b. submit for approval curriculum plans *for each level of language instruction* in student programs and for teacher training programs
 - c. attend the April 2010 Pre-program Network Meeting and October 2010 Post-program Summative Meeting.
7. Research is an important part of the STARTALK Program. If funded, programs will be required to:
 - a. participate in STARTALK Central pre- and post-program online surveys for student and teacher participants;
 - b. participate in LinguaFolio Online for student programs, middle school and higher;
 - c. respond promptly to all requests for reports, data, and program information.

STARTALK Proposal Process:

1. **Proposal website:** <http://startalk.umd.edu/proposals>
2. A proposal has one of three structures: independent, combination, or collaborative. See <http://startalk.umd.edu/proposals/faq#proposal-types> for an explanation of these types.
3. A proposal has 4 types of forms:
 - a. Program Form
 - i. Program overview, including the program title, start and end dates, number of sites, and other features of your program
 - ii. The languages you will be offering, plus the levels, instructional time, and target enrollment for each of those languages
 - iii. Contact information for your Principal Investigator, STARTALK Program Director, Point of Contact, and Instructional Lead
 - iv. Biographical information for any additional personnel

- b. Narrative Form
 - i. A series of free-response questions covering topics relating to your program's design, implementation, budgeting, and evaluation
- c. Budget Form
 - i. Contracting information required to issue your award
 - ii. Contact information for your organization's Sponsored Research Office
 - iii. A detailed budget worksheet, pre-populated with some common line items
- d. Insurance Form
 - i. A place to upload the certificate of liability for your site

For more information about the proposal forms, see <http://startalk.umd.edu/proposals/faq#proposal-structure>

- 4. All program titles should include the name *STARTALK*. For example, *STARTALK: Learning Urdu in the Summer* or *STARTALK Chinese at Lincoln High School*.
- 5. You will be required to provide DUNS and CCR numbers before you receive an award. If you do not already have these numbers, please visit these sites in order to apply: <http://www.ccr.gov> and/or http://www.grants.gov/applicants/request_duns_number.jsp
- 6. In order to submit a proposal, you must have proof of liability insurance. Please be prepared to provide a PDF of your organization's certificate of liability insurance.
- 7. **The deadline for submitting a proposal is 11:59pm on November 5, 2009.**
- 8. Frequently Asked Questions: <http://startalk.umd.edu/proposals/faq>