



# CONNECTING CLASSROOMS through Global Learning

## CCGL PRACTITIONER RESEARCH FUND: INFORMATION AND FAQ

The CCGL Practitioner Research Fund is an initiative to support research by school-based educators on a global learning and/ or school partnerships theme. Its purpose is to encourage small-scale research to promote innovation in global learning and school partnerships, inform best practice and build capacity at school level. All Research Fund studies will be practitioner-led, with research support provided as necessary by [Dr Fran Hunt](#) and [Dr Nicole Blum](#) in the [Development Education Research Centre \(DERC\)](#), UCL Institute of Education. The studies should respond to a set of research questions, use recognised research methodologies and have a clear global learning or school partnerships focus. While the studies should have a school focus, they need to have relevance outside of your school and reports should be written for a wider audience.

### Why should I get involved?

You might apply for the CCGL Practitioner Research Fund for a number of reasons, for example:

- Carrying out a research project could be a personal challenge or it might support your professional development;
- There may be an area of interest you wish to find out more about;
- You might want to look at the impact of a global learning or school partnerships initiative on pupils' learning;
- You can add to the global learning / school partnerships knowledge base;
- It might tie into another programme of study (e.g. MA level study).

### What do I have to do?

Produce an original piece of school-based research on a global learning/ school partnerships theme. This will involve looking at academic literature, designing a research project, collecting and analysing data and writing up the findings into a report.

There are various stages and elements to the study, many of which are identified in the *CCGL Guide to Carrying Out a School-Based Research Study*. The Quick Guide to Research Activities and Draft Timeline at the end of this document might help you plan and understand some of the activities and processes involved.

In collaboration with

## What will the final report look like?

The final report should be between 3000-7000 words long. It will include a written account of the study and its findings. It should provide detail on: the study's aim, research questions, rationale, methods used, the findings (in relation to research questions and study aim) and conclusions. It should look at the implications of the research for future studies. Please see the *CCGL Guide to Carrying Out a School-Based Research Study* for a template of the final report.

## What kind of funding would I be eligible for?

The CCGL Research Fund has small amounts of money available for these studies. Each study can be funded up to £2,000, with a small number of exceptional cases (slightly larger, more ambitious studies), possibly higher. It might be possible to get smaller amounts of funding to convert relevant Masters' theses into CCGL reports, where there is a CCGL connection.

The funding will go directly to a school, rather than an individual. The school can then decide to allocate the funding internally or externally. Successful applicants will be expected to sign a contract for the work. Grants will be paid in two instalments, with 80% of the award issued up front and the final payment being made once the research has been finalised. The British Council will administer the contract and funding.

## How many studies will be funded?

The CCGL will support up to 20 studies during the lifetime of the CCGL.

## What happens to the research?

Research Fund studies will be made freely available on the British Council and UCL Institute of Education website to anyone interested in global learning. They could be used to support the CCGL in terms of CPD, programme and resource development. They will be used to support teachers' practice at school level. Some research studies could be developed into more formal publications. Please see the *CCGL Guide to Carrying Out a School-Based Research Study* for further ideas on dissemination.

## Who can apply?

Educators working in state-funded schools in England, Scotland, Wales and Northern Ireland that have signed up to the CCGL can apply. Some educators may already have formal research skills training e.g. through a Masters' programme, but this isn't a pre-requisite to applying. An interest in research, a well-thought through research proposal and the time to complete is more important. A study might be supported by an individual or provider external to the school, but the award money must go through the school and their relationship with the external provider should be managed by the school.

## How can I apply?

Complete the application form and send to: [ccglresearchfund@live.ucl.ac.uk](mailto:ccglresearchfund@live.ucl.ac.uk) If you want to discuss your application before formally submitting your application form, please contact the DERC research team at: [ccglresearchfund@live.ucl.ac.uk](mailto:ccglresearchfund@live.ucl.ac.uk) to set up a call.

## What is the application process?

The CCGL Research Fund is open to receive applications at any point during the year up until September 2020 (tbc). However, there is a finite budget for the fund, so when funding runs out no more awards can be given and it is a competitive funding process. Applicants complete the CCGL Application Form and send it to [ccglresearchfund@live.ucl.ac.uk](mailto:ccglresearchfund@live.ucl.ac.uk).

Applications will be reviewed by a panel of researchers at UCL IOE and British Council. Criteria for funding include:

- Relevance to the aims of the CCGL
- A clear research focus, research questions and methodology
- Relevance of research to a wider audience
- Experience of carrying out research and / or plan for supporting the research process
- In-school support (e.g. allocated time, SLT support).

## What support can I receive?

DERC researchers, Frances Hunt and Nicole Blum, will provide support to commissioned Research Fund studies. We will provide guidance and feedback on:

- research design
- identifying key literature
- draft data collection tools
- draft report - they will provide feedback and comments on at least one draft of the research report.

We suggest contacting Fran and Nicole at: [ccglresearchfund@live.ucl.ac.uk](mailto:ccglresearchfund@live.ucl.ac.uk) to discuss your initial research idea before formally submitting the proposal.

## Can I work with an external provider to help carry out the research?

Yes, the practitioner/ school might be supported to carry out research by an external provider (relevant individual or organization), but the contract will be between the school and the British Council and there should be a strong school focus.

Any arrangement with an external provider should be made separately between the school and the organisation or individual. The award money will be allocated to the school and the relationship with the external provider is managed by the school.

If you are thinking of working with an external provider please give detail of the proposed arrangement and roles in the application form.

## How do I carry out school-based research?

There are various sources of information on designing research studies and school-based research. In particular, we suggest you that read the *CCGL Guide to Carrying Out a School-Based Research Study*.

You might also consider investing in a research methods book such as<sup>1</sup>:

Cohen, L. Manion, L. and K. Morrison (various editions) *Research Methods in Education*. London: Routledge.

## What can I research?

Your research focus is up to you, however, there are a number of possible ideas below:

- Explore the impact of global learning or a school partnership on pupils' learning;
- Look at the relationship between global learning and school partnerships;
- Examine global learning / school partnerships in a particular subject area or topic area;
- A study on global learning and / or school partnerships in a special school;
- Look at how global learning can support pupils literacy and numeracy;
- Explore how IT can be used to support global learning;
- Investigate in-house CPD and its impacts on teachers
- Look at global learning / school partnerships in different schooling contexts / geographical areas
- Explore the journey of teachers engaged in global learning/ school partnerships
- Explore school partnerships from the perspectives of Southern partners

## What is the time commitment?

The time commitment involved in carrying out a research study is substantial and people often underestimate the time needed to pursue the research and write up the findings. It is important that this is considered in advance and support from school leaders is gained if necessary.

## Quick guide to research activities and draft timeline

Please find below suggested activities and timelines for the research.

Activity	Detail	When
Applying for the research fund: getting your ideas together	Practitioners should read the Introduction and FAQs document and refer to the relevant sections in <i>CCGL Guide to Carrying Out a School-Based Research Study</i> . Develop your ideas about what the research might be, discuss these with school leaders and get the support needed within school to apply for and run with the study. Practitioners should also discuss their ideas for their research study with Fran and Nicole at DERC ( <a href="mailto:ccglresearchfund@live.ucl.ac.uk">ccglresearchfund@live.ucl.ac.uk</a> ) (this can be done before	Initial call Jan-Feb 2020

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<sup>1</sup> DERC researchers can provide further suggestions.

	<p>or after the formal application process, but we recommend doing this in advance of applying).</p> <p>A draft application form can be submitted for initial review before formally applying (please make note that this is for initial review in the email / application form). Be sure to allow time for feedback and possible reworking.</p> <p>In order to formally apply for the fund, practitioners need to complete an application form in time for the relevant deadline.</p>	
Initial review of applications	<p>Applicants can submit their completed application form for initial review before formally applying to the fund. Please note that it is for initial review in email / application form. This gives applicants a chance to talk through and develop their ideas before formally applying.</p>	As soon as possible, but 10 Feb at latest
Deadline for formal applications	<p>The deadline for the initial call for applicants is 28 Feb 2020. While the Research Fund is open to receive applications at any point, there is a finite budget for the fund, so when funding runs out no more awards can be given.</p> <p>Applicants should complete the CCGL Application Form and send it to <a href="mailto:ccglresearchfund@live.ucl.ac.uk">ccglresearchfund@live.ucl.ac.uk</a>.</p>	Initial call deadline 28 Feb 2020 (but can be submitted earlier)
Review process	<p>Applications will be reviewed by a panel of researchers at IOE and British Council. Criteria for support include:</p> <ul style="list-style-type: none"> <li>• Relevance to the aims of the CCGL</li> <li>• A clear research focus, research questions and methodology</li> <li>• Relevance of research to a wider audience</li> <li>• Experience of carrying out research and / or plan for supporting the research process</li> <li>• In-school support in place (e.g. time, SLT support).</li> </ul>	Initial call Feb-March
Awards announced	<p>The DERC team will contact applicants in the month after the deadline about outcome of their application. There are three possible responses:</p> <ul style="list-style-type: none"> <li>- Fully approved, with no amendments needed</li> <li>- Approved, with minor amendments (no need to resubmit the application)</li> <li>- Semi-approved, with some amendments needed (the application will need to be revised and resubmitted)</li> <li>- Not approved at this stage – needs major amendments and resubmission.</li> </ul>	Initial call March 2020
Contract	<p>Practitioners who have been successful in getting their projects funded will be contracted by British Council to formalise the contract and arrange for funding to carry out the research.</p>	
Initial post-award meeting	<p>Practitioners who have been successful in getting their projects funded need to arrange a post-award meeting (Skype, phone, in person) with Nicole and / or Fran at</p>	Within 2 weeks of the award

	DERC. The aim of the meeting is to discuss the research and clarify any initial queries (including feedback from the review process), to set timeframes and expectations for the research and to work out how best DERC can provide support.	
Review of literature	Where necessary, DERC can provide guidance about finding relevant literature and examples of existing practitioner research. We will particularly aim to provide Open Access documents (journal articles, research reports, etc.) which are more easily accessible to practitioners. The research report should show some understanding of current research in the field and make reference to it.	On-going
Design and review of data collection tools	Practitioners design data collection tools ( <i>CCGL Guide to Carrying Out a School-Based Research Study</i> provides some information on this), e.g. interview schedules, focus group questions and questionnaires. These tools should be related to the project aims and designed to answer the research questions. Tools should be submitted to DERC for review before data is collected. DERC can provide feedback to ensure they are well-designed, feasible and ethically sound. Where needed, amendments will be made based on feedback.	Before data collection takes place
Data collection	Practitioners collect data ( <i>CCGL Guide to Carrying Out a School-Based Research Study</i> provides some information on this). Please remember to think about: research settings; how to record/ process data and any ethical issues, including gaining informed consent of participants.	
Data analysis	Practitioners analyse data that has been collected. Guidance on the process of analysis and any useful techniques (e.g. coding) and tools (e.g. software) to assist with this can be found initially in the <i>CCGL Guide to Carrying Out a School-Based Research Study</i> , but Fran and Nicole can also provide advice. Be aware that this stage often takes longer than expected.	During and after data collection
Writing up of research	Practitioners write up findings into a research report format. Information on this is provided in <i>CCGL Guide to Carrying Out a School-Based Research Study</i> , including a report template. The writing should respond to the aims of the research and the initial research questions.	Ongoing, but most after data analysis
Initial draft report submitted	Practitioners produce an initial draft of their research report and submit this to Fran and Nicole at DERC.	7 months after the award. Initial call c. Oct 2020.
Review initial draft and provide feedback	Fran and Nicole provide constructive feedback on the initial draft to ensure that the final publication is written up to high academic and ethical standards. We might ask for major revisions or minor tweaks depending on the draft submitted. If the draft has been sent out for independent	Feedback within 2-3 weeks of submission of draft report

	review, those comments will be incorporated also into the comments. DERC will set up a meeting to discuss feedback with the practitioner as necessary.	
Revisions based on feedback	Practitioners provide revisions to their draft report based on feedback. This stage might involve quite a lot of interaction between the DERC team and the practitioner to ensure the next draft is as strong as possible.	After feedback on draft provided
Revised report submitted	Practitioner submits the final revised draft which reaches the expected standard to be published. This report is then edited by DERC and any editing changes will be sent to the author and editing queries raised. The final draft report is then produced.	Within 1 month after feedback is provided. Initial call c. Nov 2020.
Final report publication	DERC publishes the final report online and this is made available via the British Council and UCL websites. It will initially be distributed online via CCGL and DERC channels (e.g. Twitter, e-newsletters).	9 months after award. Initial call c. Dec 2020.
Dissemination	While practitioners can disseminate their study at any stage, many choose to do this towards the end of the research process. Guidance to practitioners can be found in the <i>CCGL Guide to Carrying Out a School-Based Research Study</i> and DERC can also advise on ways to share their research findings (e.g. relevant conferences, development of teaching resources, online platforms, etc.)	At any stage.