The International Literacy Association (ILA) will present an award annually to honor an outstanding doctoral student whose research focused on the field of literacy or who conducted related research with implications for literacy.

This award is supported by Timothy and Cynthia Shanahan.

**SUBMISSION TIMELINE**

- May 2018–May 2019: Applicant’s dissertation defended and approved by their dissertation committee
- Award opens **September 15** each year
- Award closes **Deadline extended to June 1**
- Applicants are notified of the results via email: **mid- to late-August**

**ELIGIBILITY**

All applicants **must be current members of the International Literacy Association (ILA)**. To become an ILA member or renew your membership, please contact ILA Customer Service at 800.336.7323 or 302.731.1600 or customerservice@reading.org or visit [https://literacyworldwide.org/membership](https://literacyworldwide.org/membership) to join or renew online.

The application process is open to those who have completed dissertations in any aspect of the field of reading or literacy between May 2018 and May 2019 and had their dissertation approved by their committee. Routine verification may be made with the home university of the applicant to protect all applicants, their universities, and the International Literacy Association from false claims.

Studies may use any research approach (ethnographic, experimental, historical, survey, etc.). Each study will be assessed in light of its approach, its scholarship, and its significant contributions to knowledge within the reading/literacy field.

**Previously published monographs are not eligible for this award.**

**HOW TO APPLY**

Complete your proposal online using ScholarOne (a web-based grant management system; previously Manuscript Central) at [https://mc04.manuscriptcentral.com/ILA_awards-grants](https://mc04.manuscriptcentral.com/ILA_awards-grants).

In preparing the proposal, adhere explicitly to the following guidelines. **DO NOT** include your name on any part of the application or the Cover Letter (if applicable). *Incomplete or late proposals not in compliance with the guidelines will not be eligible for the award.*
CREATING A PROFILE

Applicants must create a profile by providing the following information in the ScholarOne system. If you are a returning user, please view or edit your profile to make sure it is current.

- User name and password
- First and last name
- Institutional affiliation and position/title
- Mailing address
- Phone number and email address

APPLICATION PREPARATION

STEP 1: TYPE, TITLE, AND ABSTRACT

- Select Manuscript Type (screen will refresh once selected)
- Full doctoral dissertation title (15-word max)
- Running Head (Monograph Title) 50-character max
- Abstract of approved dissertation proposal (150-word max)
- Application Type (Individual)

STEP 2: UPLOAD

The following materials should be uploaded as individual documents (Important note: Failure to upload all items below will result in your application being unsubmitted):

DO NOT include your name, institutional affiliation, or any other personal information that will identify you (or any coapplicant) on any part of the proposal (other than the Profile page). The review process is conducted as a blind review.

1. Title Page
   - Dissertation and Degree Format
     - Dissertation title
     - Monograph full title
     - Name of university granting your degree
     - University address granting your degree
     - Name of dissertation committee chairperson
     - Chairperson mailing address
     - Chairperson telephone number
     - Chairperson email address
     - Names of other members of dissertation committee
     - Date (month, day, year) of final dissertation submitted to university
     - Date (month, day, year) on which university conferred your degree

2. Table of Contents

The Table of Contents for your monograph should list major divisions and headings in the monograph.
3. **Dissertation Monograph**

The applicant must submit a monograph based on his/her dissertation research. The evaluation is made solely upon this monograph. Follow the guidelines below:

The main portion of the monograph should be **no longer than 40 typewritten pages** [not including references], **double-spaced**, using **12-point or larger type size**. If the applicant requires additional space in which to present details of a research instrument or to elaborate on some other vital point, an appendix of up to three additional pages may be uploaded as a **Supplemental File for Review**. The Title Page and Table of Contents are also **not** included in the page count. Manuscripts that exceed the set page length will be unsubmitted. The monograph should represent the theoretical framework, methodology, results and discussion of the complete dissertation. It is important to note that the best manuscripts have condensed the much longer dissertation and included the most important and relevant parts in the monograph.

4. **References**

Please provide complete bibliographic information for all sources cited in the proposal. References should be formatted using American Psychological Association (APA) style. To accommodate the blind review process, if the submitter’s own publications are cited, the submitter should substitute the word *Author* in the citations (e.g., *Author, 2018*) and substitute all coauthor names with *Coauthor* (e.g., *Author, Coauthor, 2018*).

**STEP 3: ATTRIBUTES**

**Level of Learners:** Select the level of learners the research will cover.

**Research Methods:** Research methods that will be used (correlational, descriptive research, ethnography, experimental/quasi-experimental, historical, literature review, meta-analysis/quantitative research synthesis, qualitative, naturalistic/case study, single-subject, survey, time series analysis, other)

**STEP 4: APPLICANTS, NOMINATORS, & INSTITUTIONS**

**Applicant Information:** This information will be automatically populated from the applicant’s profile information.

**Membership Information**

Enter applicant’s membership number and expiration.

**STEP 5: DETAILS & COMMENTS**

**Cover Letter** (optional)

Applicant may enter cover letter text (do NOT include identifying information).

Select how you heard about the award and confirm that the submission is blinded.
STEP 6: REVIEW & SUBMIT

Review your submission carefully before you submit. *You will not be able to update or edit your submission after you submit it.* You will be informed if your application encountered any errors. After you submit, you will receive an email confirmation of your submission for this award.

REVIEW PROCESS

- The members of the ILA Timothy and Cynthia Shanahan Outstanding Dissertation Award Committee (except for the chairperson) will read and rate all monographs through a blind-reviewed process. Each committee member is instructed *not* to rate any submissions if he or she:
  - is the chair of the dissertation committee
  - is a member of the dissertation committee
  - feels he or she cannot conduct an impartial review.

- The review will be a one-round review process, with a second round held if needed for a tie breaker to determine a clear winner.

- The monographs will be evaluated using the following criteria:

  - Significance of Research Question
  - Theoretical Framework/Literature Review
  - Rationale for the Research
  - Appropriateness and Adequacy of the Methodology/Approach
  - Significance/Implications for Practice and Research
  - Clarity, Cohesion, and Specificity

AWARD PRESENTATION

The award will be presented at the ILA Literacy Leaders Awards and Research Ceremony at the ILA Annual Conference. The recipient and finalists will also be asked to present their dissertation research at the Dissertation Poster Session during the conference.

AWARD PROMOTION

ILA promotes the award through announcements during the Annual Conference, on the ILA website, and in e-newsletters. A summary of the winning dissertation is also published in ILA’s highly-ranked research journal, *Reading Research Quarterly (RRQ)*.

Finalists are encouraged to submit an article to *RRQ* for peer review. (Note that this does not guarantee acceptance.)

*Please direct any questions about your monograph or this award to Dawn Roberts at ILAAwards@reading.org.*