**Individual Teaching Grant Application**

**A. General Information**

|  |  |
| --- | --- |
| Project Title |  |
| Applicant |  |
| University ID |  |
| Department |  |
| Rank |  |
| Campus Address |  |
| E-mail |  |
| Phone |  |
| Chair |  |

|  |  |
| --- | --- |
|  |  |
| 1. When would the grant activities be undertaken? |  |
| 2. Total amount requested. |  |
| 3. Has other funding been received for this project? | Yes/No: |
| If yes, state sources and amounts. |  |
| 4. Is other funding being sought for this project? | Yes/No: |
| If yes, state sources and amounts. |  |
| 5. Does project involve research using human subjects? | Yes/No: |
| If yes, has IRB approval been obtained? | Yes/No/NA: |
| 6. List any Teaching Grants received from the University Teaching Committee in the last 3 years: |  |
|  |  |
|  |  |
| 7. List all Teaching Grant proposals that were submitted to the University Teaching Committee but not funded: |  |
|  |  |
|  |  |

**B. Project Summary** *(150-word limit, 12-point font single-spaced.)*

|  |
| --- |
|  |

|  |  |
| --- | --- |
| Date submitted |  |
| If this grant is funded may we place your proposal on the committee’s web page? | Yes/No: |

If you want to include digital signatures of applicant and writer(s) of your support letter(s), please place them below:

**Project Title**

Applicant’s Name, Rank, Department

**C. Narrative** *(1,000-word limit, 12-point type double-spaced, 1-inch margins. Please replace lines above with your project title and name, rank, and department.)*

**Need and rationale.**

**Objectives.**

**Plan and time-line.**

**Expected outcomes, long-term educational impact for students, and describe how the  
project will be sustained.**

**If your proposal involves travel, please outline your alternate plan if your proposal is affected by COVID-19.**

**D. Budget** *($7,000 limit.)*

**Materials**

|  |  |  |
| --- | --- | --- |
| **Item** | **Source** | **Cost** |
|  |  |  |

**Total materials: $**

**Travel**

|  |  |  |
| --- | --- | --- |
| **Item** | **Source** | **Cost** |
|  |  |  |

**Total travel: $**

**Stipends**

|  |  |  |
| --- | --- | --- |
| **Item** | **Source of the Cost or Cost Estimate** | **Cost** |
|  |  |  |

**Total stipends: $**

**Total request: $**

If you think it is necessary, provide a **brief** (sentence or two) justification for any of the major items. In many cases this is done in the Narrative and nothing need be added here.

**E. Courses Taught** *List courses that the applicant has taught, or is scheduled to teach, in the most recent three academic years. If you have not taught in any of these years, please explain.*

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Course # & Title | Credit hours | Typical  enrollment |
| current academic year |  |  |  |
| last year |  |  |  |
| two years ago |  |  |  |

**F. Applicant’s Curriculum Vitae.** *(This condensed CV should be the equivalent of 3 pages or fewer of text in 12-point font with 1-inch margins on 8.5” x 11” paper.)*

**G. Support letter from Department Chair, or Director and optional letter from Dean or Associate Dean.** (Letter(s) must be included in this document, not sent in separately.)