

## FACULTY LEARNING COMMONS

### Request for Proposals

#### Faculty Development Mini-Grants, 2019-20

**Deadline: April 19, 2018**

**Associated Documents:** **A. Proposal Formatting Guide and Outline**  
**B. Final Report Formatting Guide and Outline**  
**C. Mini-Grant Proposal Rubric**  
**D. Mini-Grant Signature Page**

The Faculty Learning Commons (FLC) is pleased to request proposals for 2019-20 Faculty Development Mini-Grants. These mini-grants are intended to encourage faculty innovation and scholarship that directly impacts the teaching/learning environment at ASU. Twenty mini-grants of \$2,500 may be funded (4 mini-grants in each of the 5 undergraduate colleges). Therefore, ASU is committing a total of \$50,000 to support this effort.

#### **Eligibility**

- All full-time faculty with at least a 9-month appointment for academic year 2019-20, including instructors, are eligible to apply for one mini-grant. Preference will be given to faculty who did not receive a mini-grant award in the previous year.
- Multiple faculty members participating in a single proposal/project will share the \$2,500 award, if funded.
- Proposals must be approved by the appropriate department chair and received by the application deadline of April 19, 2019.

#### **Grant Categories**

- **Instructional Innovation:** Successful proposals in this grant category focus on the implementation of innovative pedagogical strategies designed to enhance student learning.
- **Scholarship of Teaching and Learning (SoTL):** Successful proposals in this grant category focus on scholarly inquiry regarding best practices for the teaching/learning environment.  
*Note: If a SoTL project requires IRB approval, that approval must be obtained prior to the start of the research project. If the applicant receives approval for a mini-grant, the applicant must send a copy of the IRB approval letter to the Faculty Learning Commons Director before funds will be disbursed.*

#### **Grant Award**

- The grant consists of a \$2,500 award to fund an approved project conducted between September 1, 2019 and August 31, 2020. No funding will carry over to the following fiscal year.
- Applicants will be notified of the review panel's decisions by May 15, 2019.

## Allowable/Non-allowable Expenses

- **Allowable**
  - Books and other learning resources
  - Consumables
  - Equipment
  - Printing/copying
  - Stipends (taxes, etc. will be withheld thus reducing the amount of the award)
- **Non-allowable**
  - Travel, including mileage, airfare, conference registration, meals, lodging, etc.
  - Any other expense that does not meet state funding guidelines for E&G funds (Please consult your department chair for clarification).

## Application Process

- The online application is located on the Faculty Learning Commons website, <http://www.angelo.edu/faculty-learning-commons/>.
- Applicants must:
  - Complete the fillable online form
  - Upload their proposal (proposals must comply with the attached guide and outline)
  - Upload the signature page
  - Click submit

## Project Deliverables for those receiving funds (archived for future reference)

- **Mini-grant Report (due August 31, 2020)**, to include:
  - Abstract (120 word maximum)
  - Chronological narrative of activities
  - Summary of findings
    - Results
    - Impact on student learning
    - Future Implications
  - Expense report
  - Other supporting documents, which may include but are not limited to copies of conference presentations and submitted publication manuscripts of the project.
- **Brown-Bag Presentation and/or Video Presentation**
  - Grant recipients may be asked to present their project and findings at a future FLC Brown-Bag event. All FLC brown-bag events are video recorded and archived.
  - Grant recipients may be asked to present their project and findings via a recorded video and archived in lieu of a brown-bag presentation.