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| **Faculty Development Grant Application 2023-2024** | **Graphical user interface  Description automatically generated with low confidence** |  |  |

### The application process for the CFE Grant Proposals has four sections. This first page serves as a cover sheet to the remaining application pages. As you complete the application, this instructional page can be deleted from your application, to include only the four sections. Applications must be submitted in Word format, not PDF.

**Call for Applications:** **Oct. 4, 2022** with reviews beginning **Nov. 10, 2022**   
**Award Notification:** **Dec. 9, 2022** with **Awarded Grant Project Dates:** **January 1, 2023-May 12, 2024**

**SECTION 1: Proposal Title, Contact Information, Focus and Abstract** (maximum 1 page in length)

* A project title.
* Names and contact information for all project participants/investigators. Identify the principal investigator (projects led by benefit-eligible faculty or professional staff members who teach or collaborative teams).
* Identify focus of proposal: A short (fewer than 200 words) abstract suitable for public distribution, as it will appear on CFE website and grant communications. (single spaced, in 12-point font)
  + Study of the impact of interdisciplinary, service-learning, experiential, digital, etc., teaching strategies on student learning.
  + Design faculty development initiatives to achieve advancements in student learning.
  + Studies of digital and face-to-face venues on (parity of) student learning outcomes.
  + Research support for the analysis of student learning outcome data (e.g., course-, program- or college/school-level assessment), particularly as it is used to modify teaching and learning activities.
  + Development of rubrics to assess student learning in or across a variety of teaching sites (i.e., classroom, clinic, service-learning site, on-line instruction).
  + Other proposal focus.
* Abstract: A short (fewer than 200 words) project abstract suitable for public distribution.

**SECTION 2: Proposal Body:** This 5-part section is to indicate: purpose, design, timeline, expected products of project and sustainability beyond funding period. (maximum 2-3 pages in length)   
(Each section is to be single-spaced, in 12-point font.)

* **Purpose:** A statement of purpose, describing how the project will help meet departmental, college/unit, or university goals, and how student learning will ultimately improve as a result of the project.
* **Design:** A project design describing what will be done.
* **Timeline:** A timeline for completion of the project.
* **Expected Products of Project:** The expected product(s) of the project.
* **Sustainability beyond funding period:** A discussion of the sustainability of the project after the end of the funding period of May 12, 2024.

**SECTION 3: Budget Information** (maximum1 page in length)

Grants of $500 - $2000 are awarded competitively to fund projects led by benefit-eligible faculty or professional staff members who teach or collaborative teams.

**SECTION 4: Proposal Signatures:** Signatures of responsibility & Dean/Department Chair/Director

### **SECTION 1: Proposal Title, Contact Information, Focus and Abstract**

### (maximum 1 page in length)

**Grant Project Title:**

**Contact Information:** (Double check spelling of names and information.)

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| --- | --- | --- | --- |
| Name with credentials (Identify principal investigator/ co-investigators.) | College/School | Department/Program (if applicable) | Email |
| *Ex. Jack Smith, Ph.D. Principal Investigator* | *College of Arts and Sciences* | *Chemistry Department* | *JSmith@creighton.edu* |
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**Grant focus:** (please check boxes applicable to the grant.)

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|  | Study of the impact of interdisciplinary, service-learning, experiential, digital, etc. teaching strategies on student learning. |  | Research support for the analysis of student learning outcome data (e.g., course-, program- or college/school-level assessment), particularly as it is used to modify teaching and learning activities. |
|  | Design faculty development initiatives to achieve advancements in student learning. |  | Development of rubrics to assess student learning in or across a variety of teaching sites (i.e., classroom, clinic, service-learning site, on-line instruction). |
|  | Studies of digital and face-to-face venues on (parity of) student learning outcomes. |  | Other proposal focus (please provide a brief descriptive phrase in this section). |

**Grant Project Dates:** January 1, 2023-May 12, 2024

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| **Proposal abstract:** A short (fewer than 200 words) abstract suitable for public distribution, as it will appear on CFE website and grant communications. (single spaced, in 12-point font) |

### **SECTION 2: Proposal Body** (maximum 2-3 pages in length)

**This 5-part section is to indicate: purpose, design, timeline, expected products of project and sustainability beyond funding period.** (Each section is to be single-spaced, in 12-point font.)

1. **Purpose:** A statement of purpose, describing how the project will help meet departmental, college/unit, or university goals, and how student learning will ultimately improve as a result of the project.
2. **Design:** A project design describing what will be done.
3. **Timeline:** A timeline for completion of the project.
4. **Expected Products of Project:** The expected product(s) of the project.
5. **Sustainability beyond funding period:** A discussion of the sustainability of the project after the end of the funding period of May 12, 2024.

### **SECTION 3: Budget Information** (maximum1 page in length)

**Grants of $500 - $2000 are awarded competitively to fund projects led by benefit-eligible faculty or professional staff members who teach or collaborative teams.**

* ELIGIBLE budget items: Student research assistant, equipment, books, resources directly related to and focused on the grant work.
* EXCLUDED:  Grants will NOT replace lost faculty salary/clinic revenue, nor will they fund faculty travel/conferences (presentation of results), general office supplies, and print materials.

**Amount Requested:** (between $500-$2000): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Detailed description, justification, and cost of each requested budgeted item.**

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| **Account Code** | **Description** | **Justification (Need for grant project)** | **Quantity** | **Cost** | **Total** |
| 6310 | Student Employment (Student Researcher) | (Include hourly wage and number of hours) |  | $ - | $ - |
| 7315 | Other Contracted Services (Transcription) |  |  | $ - | $ - |
| 7361 | Award (Gift cards) |  |  | $ - | $ - |
| 7362 | Professional Dues, Fees, Membership |  |  | $ - | $ - |
| 7363 | Subscriptions, Books, Publications |  |  | $ - | $ - |
| 7365 | Training Fees |  |  | $ - | $ - |
| 7372 | Food Costs/Catering - Univ Food Svc |  |  | $ - | $ - |
| 7373 | Food Costs/Catering - Other |  |  | $ - | $ - |
| 7431 | Mail Center Charge - Postage (Phoenix) |  |  | $ - | $ - |
| 7442 | Print/Duplicating Chgs - Services |  |  | $ - | $ - |
| 7602 | Computer Software |  |  | $ - | $ - |
| 7603 | Computer Equipment |  |  | $ - | $ - |
| 7607 | Computer Supplies/Accessories |  |  | $ - | $ - |
| 7640 | Miscellaneous Supplies |  |  | $ - | $ - |
|  |  | **Total budget request:** |  |  | **$ -** |

**Are you requesting funds in addition to this grant request?**

(i.e. Haddix Research, Kingfisher, President’s Grant, etc.)   
**Please circle: Yes / No**   
 If yes, provide name of funding source: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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|  | **Please circle appropriate response:** |
| Does the project involve human subjects? | Yes No |
| Does the project involve vertebrate animals? | Yes No |
| Has the project been approved by the IRB? | Yes No Pending |

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| **Additional budget information to support funding award decision:** |

### **SECTION 4: Proposal Signatures**

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| **Principal Investigator/Co-Investigator Signatures:** *The information in this proposal is true, complete and accurate to the best of my knowledge. By signing below, I certify that I will accept responsibility for the scientific and fiscal management of this project.* |

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| --- | --- | --- |
| Principal Investigator: |  | Date: |
| Co-Investigator: |  | Date: |
| Co-Investigator: |  | Date: |
| Co-Investigator: |  | Date: |
| Co-Investigator: |  | Date: |

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| **Department** & **University Approvals:** *Approvals given for this proposal represent general approval of University policies and procedures, technical merit, allocation of institutional space/resources, and fiscal budgeting.* |

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| Dean/Department Chair/Director: |  | Date: |

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| **Email grant proposal application to: Mary Emmer at maryemmer@creighton.edu** |

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| CFE Development Grant Program | Graphical user interface  Description automatically generated with medium confidence |

The Center for Faculty Excellence (CFE) invites proposals for grants to support newly-initiated or early-stage assessment of student learning, Scholarship of Teaching and Learning (SoTL), and/or related faculty development projects. Review of proposals begins **November 10, 2022,** and notifications of award will be sent not later than **December 9, 2022**. Grants of $500 - $2000 are awarded competitively to fund projects led by benefit-eligible faculty or professional staff members or collaborative teams.

Grant Program Goal/Purpose:

* To encourage and facilitate the development and creation of findings relevant to the assessment of student learning, the Scholarship of Teaching and Learning, or research relevant to teaching and learning.
* To provide seed money for a work in its early stages, developing a Scholarship of Teaching and Learning (SoTL) project, and/or designing faculty development initiatives to achieve advancements in student learning.

Criteria for Selection: Proposals will be reviewed and evaluated according to the following criteria:

* Ability to lead to significant, positive changes in student learning;
* Likelihood that the project will be successfully completed;
* Likelihood that the project will advance the department’s or the unit’s pedagogy, curricular or assessment efforts; and
* Sustainability of results beyond the funding period.

Requirements:

* Provide a brief progress report of project, detailing products and actions resulting from the work. The report is due on   
  **May 18, 2023.**
* Publicly share the product in an appropriate venue. Unless another venue is identified, an on-campus research presentation/poster session, will be required and scheduled for **spring 2024.** Provide a final report at time of presentation or by **April 25, 2024**.