Center for Faculty Development

FACULTY DEVELOPMENT GRANTS

2010/2011 CALL FOR APPLICATIONS

Purpose

The Faculty Development Grants have undergone changes since their inception as the Center for Faculty Development has continued to seek ways to optimize the limited funds we can make available to faculty. This year’s awards will be limited to a maximum of $2000.

These grants are intended to enhance the quality of teaching and/or research/creative work. Among those items to be supported in all three categories are: (1) attending workshops and conferences related to teaching and/or research/creative work, (2) employing student assistants involved in research work, (3) supporting professional development, (4) converting existing courses to newer technologies, and (5) obtaining special equipment or software. Examples of ineligible expenses include (1) faculty release time or salary, (2) student tuition reimbursements, (3) travel to attend a conference to present the results of a completed project.

Eligibility

Eligible faculty members for these awards are those holding a full-time appointment at the UCD Downtown Campus, in any of the following categories: 1) untenured, tenure-track faculty; 2) tenured faculty; or 3) instructor or senior instructor. (Non-tenure-track faculty can apply only for projects related to teaching unless their contracts include a stipulation that they engage in scholarly activity.) A faculty member can receive only one Faculty Development Grant per year; faculty members who received a Faculty Development Grant in the summer of 2009 are ineligible. A faculty member who receives a Faculty Development Grant must submit a report of activities by December 1, 2011.

Proposal Components

The 2010 Faculty Development Grant proposals should contain the sections listed below. A review committee comprised of CFD associates and previous grant awardees will review the applications. Proposals that are incomplete or that are unclear to the reviewing panel will not be judged, so be sure your proposal effectively communicates your plans and goals.

• Cover page with required signatures (see last page).

• Project Significance (Not to exceed two pages, single-spaced)
Describe the significance of the project in your research/creative works and/or teaching activities. Do so in language that can be understood by the non-technical reviewing panel. Projects described in terms that cannot be understood by a lay audience will not be funded.

• Project Outcomes (Not to exceed 1 page, single-spaced)
What are the expected final products from this funding within a year of the award? Be sure to explain how the requested funding will directly impact these products.
• **Budget and Timeline** (Not to exceed 1 page, single-spaced)

A **timeline** should provide specific milestones with realistic time given to each stage of the project.

A **detailed and realistic budget** must be provided. The requested budget must be explicit; only budget items deemed to be essential in achieving the stated outcomes of the project will be awarded by the reviewing panel.

• **Vita** (Not to exceed 2 pages.)

Include an abbreviated CV highlighting the most relevant activities and accomplishments that will give the review committee important background for interpreting your proposal. Highlight any recent funding received.

**Application and Review Process**

Complete the attached cover sheet to apply. [The cover sheet will also be available on the Center for Faculty Development web site: http://www.ucdenver.edu/faculty_staff/faculty/center-for-faculty-development/grants/Pages/default.aspx] Please submit one signed original proposal and five copies. CFD staff are unable to make the required number of copies on your behalf. Late proposals cannot be considered.

Proposals are due in the Center for Faculty Development by 5:00 p.m. April 30, 2010.

**Review Timeline**

**SELECT DATES**

April 30, 2010    Deadline for faculty members to submit applications
May 4, 2010      Proposals sent to review committee
July 1, 2010     Results disseminated
July 1, 2010     Funds available
June 30, 2011    Last day to spend funds
December 1, 2011 Report of activities and results due in the Center for Faculty Development. (Failure to submit a report will negate eligibility in subsequent years.)

Please note: Faculty are responsible for obtaining IRB approval prior to data collection.

If you have questions, please call or send an e-mail message to:
Ellen Stevens, Director, Center for Faculty Development, 303-315-3030, ellen.stevens@ucdenver.edu
Project Title _________________________________________________________

Name/Title _________________________________________________________

Department _________________________________________________________

Abstract (not to exceed 200 words):
___________________________________________________________________
___________________________________________________________________

___________________________________________________________________

Applicant’s Signature ______________________________ Date ______________

Department Chair’s/Coordinator’s Signature ____________________________ Date ______________

Dean’s Signature ___________________________________________ Date ______________