

## Educational Development Grants

---

UL Lafayette recognizes that curriculum development, instructional improvement, and improving student success are ongoing activities in all academic departments on campus. The Office of Faculty Affairs facilitates the Educational Development grant program provides faculty with funds to enhance student learning and success through curricular and instructional initiatives, which facilitate student research, global engagement, or student success. These grants promote excellence and innovation and assessment in university learning.

Requests for funding for instructional and curriculum development may come from the following three groups:

1. Individual Faculty to establish new or to revise an individual course to promote innovative instruction for specific needs within a given course. (\$500 maximum)
2. Multiple Faculty within the same college to promote innovative instruction for a specific course, or set of courses. (\$750 maximum)
3. Interdisciplinary Collaboration, multiple faculty members in two or more colleges to enrich a specific course, or set of courses that are interdisciplinary. (\$1,000 maximum)

These grants intend to encourage innovation in the areas of student research, global engagement, or student success. Proposals that promote student engagement, course rigor, develop global understanding, promote active learning and student research, or focus on speaking or writing skills. Proposals that target classes that have multiple sections, high enrollment, are critical for student progression, contribute to the general education core, advance Honors offerings, or develop capstone courses, may receive further consideration.

The grants support projects that offer a faculty member the opportunity to implement new teaching methodologies or develop innovative materials. The grants also promote collaborative efforts at the departmental level and across colleges that focus on modifications, advancements, or improvements in the curriculum.

Types of projects may include the following:

- Initiating research projects in the classroom;
- Establish discipline-based research to support student achievement;
- Implementation of innovative teaching methods to improve student learning;
- Innovative applications technology in the classroom;
- Incorporation of multicultural perspectives through instructional techniques;
- Inclusive teaching practices that foster success for all students;
- Develop and implement new teaching practices among a group of instructors;
- Development, redesign, and implementation of course materials;
- Assessment of course learning objectives;
- Develop and implement new courses or programs;
- Redesign of existing courses or programs;
- Develop student research programs
- Assess curricula to understand how and what students are learning;
- Foster initiatives related to retention.
- Faculty or graduate teaching assistant educational development activities.

Especially encouraged are proposals that identify with strategic imperatives that include student research, student productivity, innovative projects, or service learning.

# University of Louisiana at Lafayette

Types of items unsuitable for funding:

- It is not possible to reimburse expenditures made before the awarding of the grant.
- Prohibited are using funds to cover faculty travel, lodging, food, conference registration or other expenses and other travel expenses for faculty to attend conferences, or for presentations at meetings, research projects, or panel presentations;
- Prevented are using grants to pay salaries or stipends to faculty members or GA's;
- Not permitted are using funds to pay professional dues, memberships, or licensing fees;
- Grant funds may not be used to pay for gifts or incentives.
- Prohibited is the use of funds to pay for meals or catering expenses.
- Funds are not for use to purchase, replace, or repair significant equipment (e.g., computers, laptops, tablets, LCD projectors, or other types of significant equipment).
- It is not possible to use funds to purchase furniture or furnishings, i.e., desks, chairs.
- Not permitted is using funds to purchase or update standard software.

## Eligibility

All full-time faculty members, continuing, tenure-track, or tenured faculty including department heads and associate deans with faculty appointments are eligible. Faculty may submit only one proposal per academic year as either the principal investigator or co-investigator. Although individual faculty members initiate the proposal, proposals will require endorsements as detailed in the guidelines below. Faculty who receive a grant in an academic year must wait an academic year before submitting another proposal, i.e., funded in academic year A/B then eligible to submit again in academic year C/D.

## Deadlines

April 15th: Apply online by 5:00 p.m.

## Application Instructions

Application materials include the following:

- Funding group: Individual, multiple within a department or college, collaborative across two or more colleges.
- Attach project abstract and narrative, maximum one 16 MB pdf file.
- Project abstract: Limit 250 words, with a clear, concise statement about the need and the project.
- Project Narrative: Limit 4 pages double-spaced.
  - Project description and objectives: This should be a concise statement of the nature and objectives of the proposed project.
  - Statement of need: Justify the need and significance of the proposal to enhance student research, global engagement, or student success and explain why funding is necessary to achieve the goals and objectives of the grant. Explain connections to the strategic plan and methods of assessment of project goals.
  - Plan and Timetable: This should be a description of how and when to achieve the project objectives.
  - Budget: Include a detailed budget justification.
- Appendices: (Appendices are in addition to the 4-page limit)
- References cited
- Curriculum Vitae of the principal investigator (NOTE: please limit to four pages)
-

# University of Louisiana at Lafayette

Document Format: proposals for all grants must be double-spaced, have one-inch margins, with 12-point font size with page numbers and last name in the footer of each page.

## **Application Evaluation**

The Assistant Vice President for Faculty Affairs will appoint a review committee to review the proposals which will form two sub-committees: Humanities and Social Sciences (Arts, Business, Education, and Liberal Arts); and Natural, Formal, and Applied Sciences (Sciences, Engineering, and Nursing). The review committee will rank the proposals and forward its recommendations to the Assistant Vice President for Faculty Affairs. Each proposal submitted will be reviewed and ranked by the Committee regarding the project's overall merit. The Committee will recommend only meritorious proposals for funding each proposal will be rated independently on the following criteria:

- Eligibility
- Innovative nature of the proposal
- Facilities quality teaching and learning
- The probability of attaining a specified objective
- Appropriateness of budget
- Overall quality of the proposal

## **Use of funds and Reporting**

All funds must be encumbered on or before April 1 of the academic year of the grant award. University policies apply for the use of funds, grant principals should have an LaCarte card to facilitate the use of funds. All expenses must be submitted to the Office of Faculty Affairs for final approval.

Grant recipients must file a Final Project Report by the end of the following academic semester.

For any questions about the online submission process, contact our office at 482-5308.