

## **Kendall Center Individual Teaching and Learning Mini-Grants**

Teaching and Learning mini-grants are intended to facilitate incorporation of new teaching strategies and best practices in the classroom. The Kendall Center for Engaged Learning understands that faculty development needs of individual faculty members vary greatly. Some needs are based on discipline (science, humanities, etc.), others on stage of career (adjunct, untenured, mid-career, etc.), and still others on the teaching techniques involved.

The mini-grant program encourages individual faculty to formulate a development plan related to teaching and student learning that is appropriate to their situation. The flexibility of the mini-grant program encourages faculty members to tailor their continued learning so that it will translate into enhanced student learning in the classroom.

Please note that more than one individual faculty member can apply for an individual mini-grant if they are working together on an appropriate teaching and learning project such as preparation for team teaching or development of curriculum appropriate for more than one individual's courses.

### **I. Application**

Applications by individuals can be submitted anytime.

#### **A. Proposal. Each application must address the following questions:**

1. What are the basic pedagogical ideas, problems, or questions you will examine during the grant period?
2. Please describe what course/s you will focus on during the mini-grant period and how you anticipate incorporating the mini-grant project into that course or those courses.
3. What work will be accomplished during the grant period? Supply a brief plan of work.
4. How will you measure the outcomes and impact on teaching and learning of your work during this grant period? Please be specific about methodology, assessment techniques, and evaluation of student learning.
5. Anticipated project completion date?

#### **B. Budget**

1. Mini-grants will be awarded for up to \$1,500 as long as funds are available. Only one proposal per project will be accepted.
2. All Gustavus faculty members are eligible to apply. In the event of limited funds, priority will be given to faculty with an ongoing relationship to the college: tenure-track, tenured, and adjuncts faculty.
3. Funds may be used for registration and travel costs, materials and supplies, to reimburse expenses of visiting speakers and colleagues, pay printing costs, and to offset room and food expenses.
4. Mini-grant funds cannot be used to pay stipends to Gustavus Adolphus College faculty or students. Food costs, if applicable, will be reimbursed provided itemized and reasonable receipts are submitted. All reimbursements for mileage are capped at \$350.
5. Complete and submit the Mini-grant Budget Form.

## **II. Submission**

- A. Applications are accepted on a rolling basis and reviewed by a committee consisting of the Kendall Center Director (Alisa Rosenthal), a member of the Faculty Development Committee and a Kendall Center Faculty Associate (Paul Saulnier). Please allow two weeks for a response.
- B. Submit applications as PDF attachments to Alisa Rosenthal (arosenth@gustavus.edu).

## **III. Final Report**

- A. All recipients must submit a final report addressing the outcomes of the activities undertaken within six weeks of the completion of the proposed project or the end of the semester (whichever is first) to Alisa Rosenthal.
- B. Individuals who have not submitted final reports will not be considered for additional Kendall Center funds.