



Request for Proposals Fall 2009 Active Student Learning Micro-Grants

Awards of up to \$1000 will be made to faculty members or teaching assistants to support innovative projects that engage undergraduate students in active learning in or out of the classroom. Funds, which must be spent by May 1, 2010, may be used to support field work, experiential learning, or service learning travel or materials; to purchase equipment or supplies that will engage students in active learning; to develop course materials and assignments; to support undergraduate student travel to participate in conferences or competitions (students must be active competitors or presenters on the conference program, and supervising faculty must adhere to UM policies on student travel); and for other items or activities directly connected to student learning that are not fully covered by departmental funds or student fees. Funds may not be used for faculty, staff, or student stipends, or for food. These awards are competitive; proposals are judged by a faculty committee. Proposals that promise measurable and significant impact on student learning and a lasting impact on a curriculum are preferred.

Purchases and expenditures must be completed by May 1, 2010. *CTE will transfer expenses but will not manage purchases.*

Priority will be given to proposals submitted by October 15, 2009.

Applicants should send *four copies* of a proposal of no more than four pages to the Center for Teaching Excellence, c/o Gail Agrell, 212 Crossland Hall.

Proposals must include:

- 1) A short title for the project and full contact information for the faculty member proposing it.
- 2) A statement of purpose that includes
 - a description of the learning objectives the project is designed to support
 - a description of how undergraduate students will be actively involved in learning
 - specific information on the students to be affected by the project initially and in the future (e.g., number of students in year one, grade-level)
 - a discussion of how the project will help meet course, unit, college, and/or University priorities or needs.

- 3) Plans for assessing student learning outcomes tied to the objectives.
- 4) A summary of results of any previous CTE grants awarded to the faculty member (effects on curriculum, individual students, etc.).
- 5) An itemized budget, including details on purchases, quotations for travel, and information about any matching funds involved. Please attach a narrative for items whose cost can only be estimated at this time.
- 6) The name of the person in the academic unit who will be responsible for purchases and billing for the grant (normally your unit's administrative assistant).

Please attach a brief statement of support with signature from an appropriate department chair or director and from the assistant who will work on purchases with you. If requests include travel to conferences or competitions, please include copies of conference materials such as programs, registration forms, or invitations to compete.

Faculty will be asked to report results in writing to the Center for Teaching Excellence by September 1, 2010, unless otherwise arranged. (Please note that all purchases must be completed by May 1.) The report should describe the main results of the activity (student learning outcomes, curricular changes, dissemination, etc.); explain how the award helped meet course, unit, college, or University priorities or needs; and include a final budget narrative.

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