

The Center's Innovative Teaching Initiative (CITI)

CALL FOR PROPOSALS

Have an idea for enhancing your teaching and students' learning in a new or existing course? Funds are available for projects and activities contributing to the advancement of teaching and learning. Projects may promote service-learning, link community engagement and civic responsibility to the classroom, enhance courses with technology, encourage faculty-student or student-student research and interaction, or create K-12 and business partnerships for learning.

Application:

- All full-time University faculty members holding academic rank, excluding those currently holding administrative appointments above the level of department head, are eligible to apply.
- Application forms are available through the Center for Faculty Excellence and also on the Center's web site. Please hand-deliver one original and three copies to the Center for Faculty Excellence, Tinsley Annex, Room 6 by **4:30 p.m. on April 9**. Absolutely no proposal will be accepted after the deadline.
- Authors must adhere to anonymity when writing proposals.
- No duplicate applications.
- Only one submission per faculty member.
- These grants are for teaching initiatives. However, if there is a component to your proposal requiring IRB review, you must provide evidence of IRB clearance.
- To be eligible for this funding, application cannot be eligible for support through Travel grants.

Awards:

- Proposals may be submitted by individuals or groups but the maximum amount for ALL proposals is \$2,000.
- Supplies, equipment, software, travel related to the project, or professional services to develop innovative teaching strategies or improve existing methodology may be funded. Travel for presentations will **not** be considered.
- Funds **may not** be used for release time, overload pay, certifications, or faculty stipends.
- Awards reflect monies from the upcoming fiscal year and depend on next year's budget. If awarded, funds will be available after July 1.

Conditions for Awards:

- Each recipient agrees to submit a brief written report describing the success of the project to the Center for Faculty Excellence by the end of the fiscal year, June 30.
- Each recipient agrees to present the results of the funded activity at the Center's Faculty Conference on Teaching, Research, and Creativity held in the spring.
- Failure to meet award conditions will result in termination of any new CITI grant that has been awarded.
- Recipient acts as the budget unit head and is responsible for spending in accordance with State procedures and keeping expenditures within the approved budget. However, the approval of the Director of the Center for Faculty Excellence is necessary for budget adjustments, Travel Expense Accounts and requests for reimbursements.

NOTE: CITI grants are designed to support projects that may not otherwise be possible. You may also want to consider other sources of funding and support such as the technology departmental grants from the Office of Technology or contacting your Sims Memorial Library liaison listed at

<http://www.selu.edu/library/directory/liaisons/>.

ID # _____

The Center's Innovative Teaching Initiative (CITI)
Cover Page

Principal Investigator: _____

Name of Other Investigator(s): _____

Principal Investigator's Department: _____

SLU Box # _____ Phone Ext. _____

Project Title: _____

Have you adhered to anonymity in your proposal? _____

Is funding for this project being provided by any other source? _____

If so, please list: _____

Total amount requested from the Center _____

(Awards may be reduced once new fiscal year budget figures are released.)

Principal Investigator's Signature

(Your signature indicates that, if funded, you will not exceed budget expenditures.)

Other Investigator(s)

By signing below, you indicate your support of this project as well as your commitment to provide matching funds as indicated on the budget page. If this is a group proposal, all departments involved must give approval.

Signature(s) of Approval: _____

(Department Head)

_____ Date

(Department Head)

_____ Date

NOTE: All funds related to this grant must be expended/encumbered by April 15.

If applicable, investigator must provide evidence of IRB clearance.

The Center's Innovative Teaching Initiative (*CITI*) Application

Please follow this format and respond to all items, providing corresponding headers. Application must not exceed **three** pages - excluding cover page and Budget Form.

- I. Title of project and total amount requested from the Center for Faculty Excellence
- II. Overview – 40%. Provide a detailed rationale of the relevance of this project as it relates to the criteria for a CITI grant, that is, how will this project contribute to the advancement of teaching and learning? Summarize the project and identify the expected outcome(s).
- III. Impact – 30%. Please address the impact on your students, other faculty and the significance to your department and/or the university. Include the number of students per year who would benefit from this project.
- IV. Assessment – 20%. How will the effectiveness of your project be assessed? Outline goals and associated measurement.
- V. Budget – 10%. Detailed summary and justification of all budget requests, including any matching funds. You must also complete the Budget Form provided in the grant application. **If support is requested for travel, you must provide complete details of proposed travel – dates, location, and purpose. Only travel in direct support of the accomplishment of the grant's stated goals should be included. Travel for presentations will not be considered.**

