



Title III Faculty Development Mini-Grants 2007-2008

Purpose

The purpose of the Mini-Grants program is to provide an opportunity for LSUA faculty members to pursue faculty development on research methodologies or grant writing, undergraduate research initiatives, or discipline specific professional development.

Funding

Funds for eight or more mini-grants (under \$3,000 each) are available for the 2007-2008 Academic Year. Funds are provided by the Title III - Improving Academic Quality Grant and the number of grants awarded will be determined by the number of proposals submitted and the availability of funds.

Eligibility

All full-time LSUA faculty members with tenure or in tenure-track positions are eligible to apply. In addition, individuals at the Instructor level who have been full-time employees for two or more years may apply.

Length of Project

The proposed project must be completed by the end of the Spring Semester 2007-2008 (May 9, 2008) and a final report issued by August 15, 2008.

Proposal Deadlines

Proposals must be submitted directly to the Title III Coordinator, Dr. Dorene Fox, by 4:30 p.m. April 13, 2007.

Evaluation of Proposals

Each application will be reviewed by a four-person panel from the Title III Steering Committee. The panel will rank order the applications and submit the list with the indicated evaluations to the Title III Coordinator by May 7, 2007.

Selection

The Vice Chancellor for Academic and Student Affairs and the Chancellor will make the final selections. Because of limited funds, it is possible that not all applications will be funded. Recipients will be notified by May 17, 2007.

PREPARATION AND SUBMISSION OF PROPOSALS

Cover Page

The cover page should contain the title of the project, the name of the faculty member submitting the project, total project amount requested, and the date. The name of the faculty member must not appear any other place in the project.

Project Description

The title of the project should be shown on the top of the first page of the description. The main body of the proposal should be a detailed yet succinct statement of the project and should not exceed ten double-spaced typewritten pages. This section should describe the needs to be met by the project, how they were determined, and how they relate to faculty development and/or undergraduate research. A detailed description of the activities should be presented.

There should be a timetable and concrete statements concerning the expected outcomes of the project. This section should also show how the results of this project would be useful to other disciplines, students, or other faculty members; contain the methods and/or forums to be employed to inform the LSUA faculty about results or acquired development; and should indicate if forum participation is optional or mandatory. Finally, this section should address other types of possible funding such as the Educational Technology Grant, Student Government funding of student travel/activities, and academic department funds.

Budget

If funded, the award will cover site visits, conference costs, supplies, equipment, dissemination costs, travel, etc. The budget should be reasonable with respect to the tasks performed. All budget requests must be documented and justified.

After Action Report

A written report of the results must be rendered to the Vice Chancellor for Academic and Student Affairs by August 15, 2008.