



FCTL Teaching and Learning Grant Project Proposal Template

To be considered for funding, your project should be aligned with the principles of a Scholarship of Teaching and Learning (SoTL) research project, which includes identifying a *problem* or a discipline-based question that is framed around student learning, drawing from research-based strategies, and applying sound methodology and evaluation processes to assess teaching and learning improvements (Bass, 1999; Felten, 2013; McKinney, 2007).

All applications for Teaching & Learning Grants will undergo a peer review process conducted by the [FCTL Faculty Advisory Council](#), which includes representation from all MSU colleges. A [scoring rubric](#) will be utilized to evaluate all grant applications by the FCTL Faculty Advisory Council, who will make the decision regarding funded projects.

Faculty may request up to \$3,000 and budget detail and justification of funds is a required component of the proposal. Recipients of this grant are expected to share the outcomes of their project at FCTL's Showcase on Teaching and Learning or Scholarship Summit and are encouraged to present at other relevant on- and off-campus conferences.

I. Project Information

Title of the Project: _____

Principal Investigator Information

Name: _____

Rank: _____

College: _____

School/Department: _____

Course (if applicable): _____

Budget Number: _____

IRB Statement: I understand I am responsible for obtaining any necessary IRB approvals for my SoTL inquiry prior to beginning the investigation.

Yes

No

Please list names of any other investigators:

Name: _____

Name: _____

Letter of Support

Please attach Academic Unit Leader Statement of Support with your proposal.

II. Project Description (750 words or less)

Purpose of Project

- Provide a clear description of the problem you want to address through this project. Include some background and context for the problem.
- Provide a specific research question that is measurable and outlines what change you expect to occur as a result of this project.

SoTL Framework

- Explain how your proposed project aligns with SoTL principles focusing on reflective and research-based inquiry that is aimed at improving teaching-learning practices.
- Review the SoTL references provided at the end of this template to assist with writing this section or [contact the FCTL for more information on SoTL](#).

Research-Based Strategies

- Describe what strategies or innovations you intend to use to address the problem of practice with the intention of positively impacting student learning and success. Include citations to research and sources you have already reviewed that you think will be helpful to your project.
- Explain how these strategies or innovations will address the problem outlined and the specific research question of this proposal.





III. Project Methods and Evaluation (750 words or less)

- Describe how the selected research-based teaching and/or learning strategies will be implemented.
- Describe how you intend to evaluate these strategies and changes you will be making. This may take a variety of forms ranging from pre- post-tests, comparisons from different class sections, learning activities, or student outcomes. Both quantitative and qualitative methods are appropriate.
- Describe what reflective and self-assessment protocols you intend to use for recognizing growth and teaching improvements.

IV. Budget and Justification

Provide a detailed, itemized budget with justification of proposed expenditures. Types of funding requests include instructional materials; equipment and/or software; professional development including conference fees & travel; and other supplies necessary for your project. Grant funds may not be used for salaries, stipends, classroom upgrades, computers, or software already being provided by or within the scope of the college/university. The total budget may not exceed \$3,000.

FCTL Teaching & Learning Grant Budget		
Expense/Item	Description of how this will be used	Amount Requested
TOTAL		

If you have more budget items than will fit in the table, please list additional expenses, descriptions, and amounts in the space below. You will need to calculate your own total and include it at the end of your list if the space below is utilized. The automatic total calculation in the table above will only include expenses listed in the table.

V. Plans for Sharing (brief statement)

The sharing of results is not only a principle of good practice for SoTL (Felton, 2013), but also a standard of scholarly work (Glassick, Huber, & Maeroff, 1997). Grant recipients are expected to share outcomes of their Teaching and Learning project at the annual Showcase on Teaching and Learning, the Scholarship Summit, or other relevant on- and off-campus conferences.

[Contact the FCTL for ideas on how to share your SoTL inquiry with others.](#)

VI. References

Please include any references that are relevant for your Teaching & Learning grant proposal in the space below.