

FACULTY GRANT GUIDELINES

Purpose

CLA invites proposals for faculty, staff or departmental grants to use CLA technology fee funds on projects that promote technology in teaching and undergraduate research. The goal of CLA in using student fees is to enhance the students' learning experience, encourage integration of current technology as tools for effective teaching, and introduce students to the most current technology used in their respective fields. You must clearly demonstrate the direct CLA student benefit from the use of these funds. Faculty, Staff, and Departmental Units are eligible to apply.

A project may be conducted by an individual or a group of faculty / staff, or faculty / students. Proposals for all types of technology projects are invited, however, those with the greatest impact upon CLA students and which cannot be funded out of departmental or research funds will be given higher priority. Grants may be awarded to provide for infrastructure that directly benefits students such as a facility, hardware, software or media. Applicants will be required to provide information on where and how the students receive this benefit, as well as how many students, faculty, and courses are impacted. Recipients can do so by participating in the CLA Tech Fest and/or by being featured on the CLA Technology Program's website.

Grants are for the reimbursement of costs incurred in your technology project. Typical projects would fall into the range of \$150–\$3000. Grants will not augment faculty/staff salary, but may include fees for the use of programmers, developers, etc., with specialized expertise in the project area. Faculty research, travel, workshops, and conferences do not apply.

Selection Process

Awards will be prioritized and granted based on the following review criteria: benefit to CLA students, quality of the project, demonstrated need for CLA technology resources, uniqueness or innovation of project, and availability of funds.

Proposals should be submitted via a google form linked [here](#).

Deadlines for applications will be announced to the college in the first half of the semester. Review of applications begins during week nine, with recommendations made and communicated to the Dean before finals week.

Applications will be reviewed during scheduled meetings by the CLA Technology Advisory Committee.