

SPEED GRANTS

ELIGIBILITY

Continuing faculty may submit a proposal, individually or as a member of a group. Faculty may apply either for projects carried out on campus or offsite activities with outcomes that will benefit teaching and similar professional development at BGSU. Full-time faculty, Supplemental Retirement Program faculty, and non-tenure track, and part-time appointment faculty members are eligible to apply for Speed Grants. Awards may be up to \$400.00 for a single proposal. Individual faculty members are not eligible for more than \$600.00 for multiple proposals for a given fiscal year (\$600 limitation applies to the time period when the project encumbers the funds, not when the application is made). Proposals from faculty who have not received Speed Grant funding within the past five years will be given preference when funding is limited.

Speed Grants are designed to support short term projects expected to enhance the instructor's professional development. Funding will be provided for activities that increase the instructional or pedagogical capabilities of faculty members. The primary differences between Speed Grants and Faculty Development Grants are project scope, amount of funding, and immediacy of need for funding. (Speed Grants may be applied for any time prior to the activity while Faculty Development Grants must conform to the annual application deadline.)

Eligible Activities:

1. participation in workshops, non-regular conferences, meetings focused wholly or in large part on improvement of teaching, or other similar educational experiences. The applicant must supply and document specific details about the opportunity for active involvement or for hands-on experience (e.g., a description of the session(s) that specifies the nature of the applicant's involvement). Speed Grants are not intended to support presentations of research or creative activities nor attendance at annual conferences expected to be supported by the department/college;
2. participation in a formal course of study sponsored by a professional organization, educational institution, or other reputable entity;
3. development of instructional innovations at Bowling Green State University which will increase the faculty member's ability to promote student learning at BGSU (e.g., learning new and improved methods or techniques of instruction such as service learning, problem-based learning, other pedagogies of engagement, curricular development, learning the use of new instructional equipment, software, and/or materials);
4. bringing external "consultants" to campus to enhance the professional development opportunities for faculty; the work of such consultants is expected to impact the learning of students at BGSU directly or indirectly;
5. sponsoring workshops, conferences, meetings or similar educational experiences taking place locally that meet one or more of the criteria outlined on page one of the FDC guidelines.

Funding will not be provided for:

1. projects directly resulting from or contributing to research and creative activities (e.g., presentation of papers, gathering research data). Applicants may want to consider applying for funding that fits into Faculty Research Committee program guidelines;
2. projects which contribute directly to the earning of degrees or other professional terminal credentials required for employment. (Post-doctoral courses, credit-bearing in-service training, or other post-terminal programs, however, are fundable);
3. expenditures committed prior to submission of the proposal or for expenditures (e.g., airfare, conference registration) for which the activity was not completed;
4. instructional equipment, supplies, materials or activities more appropriately funded by student fees or college/department budgets;
5. regular annual national and state conferences and conventions typically expected to be supported in full or in part by departments;
6. payment of faculty salaries to provide leaves or released time;

7. projects where alternative activities and/or resources are available on campus;
8. **MEALS AND LODGING;**
9. honoraria to BGSU faculty, staff, or students.

PROCEDURES

Proposal should be submitted electronically, as e-mail attachments, to Peg Bucksy (pbucksk@bgsu.edu), Administrative Assistant in the Office of the Provost and Senior Vice President. Proposals may be submitted at any time during the year.

Proposals must be submitted using the attached Application for Speed Grant Form. Completed applications must include sufficient detail on all parts of the form to enable the Committee to assess eligibility and recommend funding.

A three-member subcommittee of FDC reviews each Speed Grant proposal. The Committee recommends awarding grants until funds allocated for the year are expended. Applicants are encouraged to apply early. Based upon its evaluation and budget limitations, the Committee may approve full or partial funding. Priority is given to proposals from faculty members who have not recently received Speed Grant funding.

Speed Grant funds will be transferred directly to the appropriate department budget after the project has been completed. All expenditures for travel reimbursement must be documented and submitted to your department and/or college.

Within **three months** of completion of the activity, recipients must submit a brief report to the Committee documenting what they accomplished and how they benefited from the Speed Grant funding and a copy of their expense report. Future funding from the Faculty Development Committee and Fund for Faculty Development is contingent upon timely receipt of this follow up report to the Provost's Office.

APPLICATION FOR SPEED GRANT

Name: _____ Department: _____ Email: _____ Phone: _____

Budget Administrator: _____ Email: _____

Contract Status, Check One:

Tenured Probationary Non-Tenure Track SRP Part-Time

Title and Date(s) of Project: _____

Choose one or more of the areas for which funding is requested. (Refer to descriptions from page one regarding *Eligible Developmental Activities*)

1. 2. 3. 4. 5.

Description of proposed project as it relates to one or more of the five eligible areas. Provide supporting data as to how your project relates to one of the areas you chose (~250 words). (For example, if you are attending a conference or institute, please detail the sessions or activities that you will be involved in that demonstrate an opportunity for you to be actively engaged in learning, and that will impact you as a teacher and/or students as learners. Please list specific BGSU course(s), curriculum, program, etc. that will be impacted as a result of this grant funding.)

Supportive materials, which will further clarify the description and/or objectives of project (attach brochure, course description, catalog copy, etc.).

Proposed Budget and Rational for Budget Items (i.e. travel, external consultants, equipment, etc.).

Provide description of other funding for this specific project (indicate source and date).

Provide description and dates of all previous funding by the Faculty Development Committee.

Describe plans for reporting project outcomes (to be reported within 3 months of project completion).

Total Amount Requested for FDC (*limit \$400/proposal*) _____

Signature (*if submitting electronically, please type name*)

Date

Submit Application and Attachments to Peg Bucksy (pbucksk@bgsu.edu)