

FACULTY PROFESSIONAL DEVELOPMENT GRANTS (2023-2024)

FDIC Faculty Professional Development Grants are designed to assist an individual Unit A or full-time Unit B EIU faculty to enhance their pedagogy, scholarship, creative activity, and other professional development goals.

Proposals must address how the grant funds will allow the faculty member to develop or enrich necessary skills or competencies for their teaching, research, or creative scholarship. Grants (up to \$1,000) may be used in conjunction with other internal and external support. Successful grant applicants are required to provide a summary report with evidence of the event or project, final budget with detailed expenditures, and a review of outcomes from the proposed activity; reports will be due no later than June 30, 2024. Grant proposals will be reviewed by a committee of faculty peers selected by the Director of the FDIC.

Written proposals will discuss the following criteria:

- Connect the grant activity with professional development goals;
- Outline two to three expected learning goals from the proposed activity;
- Delineate budget expenditures to meet the purposes of the grant;
- Summarize the proposed activity and how it will develop and/or enhance the faculty member's teaching, research, or creative activity.

Examples of eligible activities funded by this grant include but are not limited to:

- Taking professional development courses (research support, mentoring programs, educator programs)
- Enhancing research skills through training or applied practice (new research methodologies, field schools)
- Seeking professional certification or licenses (expert online educator courses, interventional practices)
- Learning innovative technologies (i.e., database models, programming courses, or other innovative tools)
- Attending conferences and workshops in their field (professional conference or workshop participation)
- Textbook writing, open educational resource (OER) development, and/or curriculum development support courses

Note: Awards are subject to university funding and budget rules; any monies awarded for FDIC Faculty Professional Development Grants must be spent or encumbered by the end of the current fiscal year (June 30, 2024) according to university policy.

FACULTY PROFESSIONAL DEVELOPMENT GRANT APPLICATION GUIDELINES

Please retype (11-point type) and answer each question using language as free of jargon as possible. You are required to respond to all items. Note: Your responses to items 1—3 cannot exceed three single-sided pages. (Return to fdic@eiu.edu, by Friday, October 15, 2023, 11:59 PM)

For each applicant (or partner), list:

1. Applicant Name
2. College and Department
3. Address
4. Phone
5. Email

Questions:

1. Connect the grant activity with professional development goals (250 words):
 - Provide a brief summary of the proposed activity, including its start and end dates, location, and participants
 - How will the proposed activity help you to achieve your professional development goals?
 - What specific skills or knowledge do you hope to gain from the activity?
 - How will the activity help you to become a more effective teacher, researcher, or creative artist?
2. Outline two to three expected learning goals from the proposed activity (250 words):
 - What are two or three specific things you hope to learn from the proposed activity?
 - How will these learning goals help you to achieve your professional development goals?
 - How will these learning goals benefit your teaching, research, or creative activity?
3. Delineate budget expenditures to meet the purposes of the grant (250 words):
 - Please provide a detailed budget of the proposed activity, including all anticipated expenses.
 - Be sure to justify each expense and explain how it will help you to achieve the purposes of the grant.

Applicants must submit the Application Addendum with Account Name and Number.

FACULTY PROFESSIONAL DEVELOPMENT GRANT: APPLICATION ADDENDUM

By submitting this application, we agree that if awarded a Faculty Professional Development Grant, the funds will be used to support the activity specified.

We agree that if awarded a FDIC Faculty Professional Development Grant, the funds will be transferred to _____ (Operating Account Name & Number) according to university policy.

I agree to provide a summative report (at least 250 words) with evidence of the event or project, final budget with detailed expenditures, and a review of expected outcomes from the proposed activity no later than June 30, 2024.

We also understand that any monies awarded for FDIC Faculty Professional Development Grant must be spent or encumbered by the end of the current fiscal year (June 30, 2024) according to university policy.

Applicant

Date

Important: Only completed applications submitted by the due date will be considered. To ensure that your application is processed, please make sure that you enter the correct information.

Delivery: Proposal and Addendum are to be emailed to Faculty Development and Innovation Center at fdic@eiu.edu no later than **Friday, October 15, 2023, 11:59 PM.**