

Updated February 2020

## VIRGINIA WESLEYAN UNIVERSITY

### GUIDELINES FOR SUMMER FACULTY DEVELOPMENT GRANT PROPOSALS

Available under Faculty Forms

<https://www.vwu.edu/academics/academicaffairs/facultyforms.php>

Eligibility

Full-

## Guidelines for Preparing Proposals

Proposals should include the following components:

1. Title Sheet

## Criteria for Allocating Awards

A committee of representatives from each division, appointed by the Associate Vice President for Academic Affairs, will review the proposals and determine which proposals will be funded and whether approved funding requests can be met in whole or only in part. While every effort will be made to fund all proposals that merit funding, the proposals will be ranked to allow prioritizing of funding if the competition for funds necessitates it. Proposal Reviewers will be asked to evaluate and rank the proposals using the following guidelines:

1. Does the proposed project fall within the aims and scope of this funding program? Is the application complete, allowing appropriate assessment of its merits?
2. Is the project well defined and conceived, with a compelling case for its intellectual merits as well as a clear focus, clear objectives, and a clear plan for completion?
3. If the project is in the name of course development, does the proposed course development require expenses, or does it require time beyond what we expect faculty to incur within the everyday scope of their jobs (for instance, requiring the development of new areas of expertise or requiring the learning of new technologies?) And/or, does the attendant research have implications that go beyond the development of this one syllabus?
4. Has the proposer shown persuasively that this project is relevant to, and will contribute in clear ways to, his or her professional field, or to his or her professional expertise, or to his or her

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Faculty Development Grant Proposal