

**Sustainability Teaching Development Grant
Proposal Cover Sheet**

1. APPLICANT NAME:
2. CAMPUS PHONE:
3. BUDGETARY UNIT:
4. TITLE OF PROJECT:
5. If I receive the funds I am requesting through this professional development program, I agree to send a report to the Sustainability Committee, by the date indicated on my award letter, delineating:
 - a. All work completed
 - b. How the goals of the project were met
 - c. Any ongoing activities or follow-up

If the report is not submitted or I do not carry out the activities stipulated in the project proposal, I understand that I will not be eligible for any funding from the Sustainability Committee for a five-year period. I also understand that if awarded funding my proposal is open to review upon request made to the Sustainability Committee.

Applicant Signature: _____

Date: _____

6. I have read the proposal, approve its implementation, and certify that the goals stipulated are consistent with the unit's program development plan and are likely to contribute to the improvement of student learning.

Budgetary Unit Chair Signature: _____

Date: _____

Sustainability Teaching Development Grant

The Sustainability Teaching Development Grant provides monetary support for professional development activities or projects that lead to the infusion of sustainability into any aspect of teaching, including classes, labs, field work, and/or undergraduate independent research/study. The Sustainability Committee sponsors this grant.

Spring 2020 Sustainability Teaching Development Grant Proposals Due February 15th!

Details

Eligibility

All full-time faculty, lecturers, and teaching academic staff whose primary responsibility is teaching for the academic year in which the proposed activity or project takes place. Please contact David Helpap, Chair of the Sustainability Committee, at helpapd@uwgb.edu with any questions about eligibility.

Amount

Up to two (2) **\$1,000** grants may be awarded. Only one grant award allowed per applicant. Expense reimbursements for awards must have final approval by June 1, 2020. Funds can be used to cover eligible expenses (defined below).

Purpose

The Sustainability Teaching Development Grant program is designed to support professional development activities or projects that lead to the infusion of sustainability into any aspect of teaching, including classes, labs, field work, and/or undergraduate independent research/study.

Examples of the types of activities funded by this grant program include:

- Developing materials or testing methods that integrate sustainability concepts or practices into the curriculum.
- Developing learning activities and teaching strategies for service learning projects related to sustainability.
- Conducting workshops that explore effective ways of teaching sustainability.
- Participating in professional development activities, such as workshops, seminars, or intensive short-courses designed to improve teaching related to sustainability.
- Testing or developing innovative classroom assessment techniques that integrate sustainability themes.
- Conducting scholarly investigation related to the teaching of sustainability.
- Conducting scholarly research that clearly enriches the teaching of sustainability in a specific way.

Eligible Expenses Include:

- Reimbursement for supplies used and expenses incurred during the process of integrating sustainability concepts or practices into one's curriculum. The required time/resources must be justified as above and beyond the typical or expected teaching load.
- Travel costs to attend a conference or workshop explicitly focused on infusing sustainability into teaching.
- The purchase of scholarly books or periodicals specifically related to the improvement of teaching sustainability concepts/practices.
- Honorarium for an invited workshop speaker or guest with knowledge/expertise in the area of sustainability.

- Funds for course field trips, guest lecturers, or supplies or equipment to be used by students or faculty in classrooms or labs with regard to sustainability initiatives.

Ineligible Expenses Include:

- Faculty stipends for any purpose.
- Travel costs to attend a conference or workshop not designed specifically to improve teaching related to sustainability.
- Funds for activities that are more appropriately funded by budgetary units.

Submission Process

Proposals* must be submitted electronically.

The following items need to be sent electronically as a single PDF to the Sustainability Committee Chair, David Helpap, at helpapd@uwgb.edu.

1) A completed Cover Sheet with signatures.

2) A two-page proposal* including the following elements:

- Title of the project.
- A project description.
- A description of the project's goals, including an explanation of how the project relates to the infusion of sustainability into your teaching. **Specific examples are required.**
- An implementation time line for the project.

3) A completed Itemized Budget

4) A conference or workshop brochure (i.e., official description of the event), if applicable.

Successful candidates will be selected by the Sustainability Committee with guidance from the Award Rubric.

** Note that under open records regulations, successful proposals will be available for review by request to the Sustainability Committee*

Questions

If you have questions, please contact David Helpap at helpapd@uwgb.edu.