



Georgia Perimeter College

Center for Teaching and Learning

Grant for Instructional Enhancement

Purpose of Award:

The Georgia Perimeter College Instructional Enhancement awards are designed for projects aimed at improving the instructional process on the campus. Faculty may apply for funding to support innovations in teaching and learning activities in a variety of ways, including support for teaching-related supplies, materials, and services. All faculty, full-time and part-time, are eligible. Awards do not include travel expenses. Funds for cash awards are transferred to the recipient's department account.

Support for expenses normally covered by departments or schools and requests for faculty stipends or release time will not be funded. However, budget requests may include:

- *Teaching-related* books, manuals, journals or supplies to innovate your course(s),
- Purchasing and integrating *instructional technology* materials and supplies into your courses in new ways,
- Funding for *special services* related to teaching (e.g., developing slides, transparencies).
- Inviting distinguished guest speakers to visit GPC classes

Grants may be used to rent, purchase, duplicate or produce materials for instruction. Media such as audio tapes, CD-ROMs, films, DVDs, graphics, photos, slides, and videos may be eligible. Check the LRC to see if Non-Print owns a title before submitting a request.

Some restrictions apply for computer-based media. Instructional software may be purchased if it is directly related to a specific course. Mini-grants may not be used to purchase hardware and peripherals.

Grants may be used for a variety of small-scale projects that create new curricula, materials, or activities for GPC classes. Materials and activities that enhance instruction, including classroom demonstrations or student projects, may also be eligible for funding.

Application Process

Application Packets Must Include:

Applicant's Name and Title _____

Campus Address _____

Campus Phone # _____ Campus e-mail _____

Total funds requested from CTL for this project \$ _____ (\$300. maximum)

Total funds requested from other sources for this project \$ _____

Total funds committed from other sources for this project \$ _____

Project Title

Brief Project Description (200 words maximum)

Provide an overview of your instructional enhancement method and teaching efforts in 200 words or less, including what impact you believe these activities will have on student learning. Innovations may or may not have been implemented at the time of application for this grant. (No more than two pages, single-sided, double-spaced.)

Letter of support from department chair

Statement confirming you will provide a workshop at the Faculty Development Day on your project/innovation.

Statement of type of product or service to be purchased with specifications is applicable.

DEADLINE: by June 1 of each AY