

2020 Faculty Summer Teaching Grants Program

REQUEST FOR PROPOSALS

Program Description. This program provides faculty with a \$6,000 stipend to engage in projects that will result in significant enhancement of instruction. The Faculty Development Grants Committee makes funding recommendations to the Vice Provost for Research.

Eligibility

- To be eligible, faculty applicants must be employed full-time by WWU for the current academic year and have a contract (or formal agreement of full employment with the university) for the academic year following the grant period.
- Priority will be given to tenured and tenure-track faculty members and to quality applications from faculty who have not received the award in the previous two-year period.
- If the award would immediately follow or precede professional leave, it should be clarified in the proposal what will be accomplished during the summer, as distinct from the project undertaken or to be undertaken during the professional leave.
- Faculty may not receive this award in consecutive years.
- Faculty members in their first year are not eligible as the university offers summer support to first year faculty.
- Faculty members may not hold a Summer Teaching Grant and a Summer Research Grant concurrently.
- All summer appointments combined may not exceed 100% effort.

Evaluation of Proposals. Teaching Grants are awarded for activities which substantially enhance the instructional quality of the university's academic programs. Proposals must demonstrate that the activity requires significant effort that goes beyond what is normally expected of faculty. A committee of faculty with representatives from each College evaluates proposals based on the following criteria:

- Will this activity expand the applicant's expertise as a teacher?
- Will it enhance the applicant's professional development in other ways?
- Will the activity enhance specific courses, the program, or departmental curriculum?
- Will the activity enhance student learning and better serve students, the department, and the university?
- Will students benefit significantly from the proposal results?
- Does the activity promote the mission of the department, college or university?

General Guidelines. Applicants should not assume reviewers are familiar with the details of their scholarly work and should offer sufficient background information to assist the reviewers. Avoid technical jargon. In addition, applicants must indicate if the activity can be accomplished during the summer, and if not, demonstrate that other support is available to sustain the continuation of the work over the necessary timeframe.

Submission Procedure:

1. Submit all required components as one pdf file, attached to the following esign form and forward to your department chair: https://esign.wvu.edu/forms/BFR/summer_teach_grant_1.aspx.
2. Department chairs should review the application, enter their written comments on the esign form, and forward their approvals to their college dean.
3. College deans forward their approvals to research@wvu.edu.

Application Checklist: Proposals must include the following attached to the esign form as one file:

- Proposal Narrative (NOT TO EXCEED TWO PAGES): Description of intended work, explanation of project's importance and methods to be utilized, and expected results or outcome
- Selected bibliography, where appropriate
- Current curriculum vita (NOT TO EXCEED TWO PAGES).

Frequently Asked Questions

How many people tend to apply each year? How many awards are granted?

- The pool of applications varies from year to year, averaging about twenty or more applications for ten grants.

How frequently may an applicant apply for this award? How frequently can an applicant receive this award?

- Applicants may apply every year unless they have received the award in the previous year. Applicants can receive an award every other year. Because the committee values giving opportunities to faculty across campus, preference will be given to quality applications of faculty who have not won the award in the previous two-year period.

May I apply for both a Summer Teaching Grant and a Summer Research Grant at the same time?

- You may apply to both programs, if offered both awards you may only accept one.

If I held a Summer Research Grant last summer may I apply for a Summer Teaching Award this year?

- Yes you may.

What topics should the grant proposal address?

- The “Evaluation of Proposals” section above includes the core assessment criteria that drive the committee’s selection process.

If awarded a Summer Teaching Grant, may I use the award to pay for travel and materials?

- The grant is paid as summer salary only, as it is intended to provide faculty with time for the work proposed in the grant application.

May I teach during the summer if I have also received a Summer Teaching Grant?

- Yes, as long as all summer appointments combined do not exceed 100% effort.

What is the source of the Summer Teaching Grant funding?

- The funding for Summer Teaching Grants comes from a WWU account funded with base (or continuing) money.

Are evaluations or down-selections of proposals required at the department and college level prior to forwarding them to RSP?

- No. Comments will be solicited from chairs but not from a department or college-level committees or from your dean.

I'm first year faculty, am I eligible to apply if I've deferred my university summer support?

- Faculty may not simultaneously hold two RSP Summer Grants, so you if you deferred taking your first-year summer grant, you should not apply until your second year.