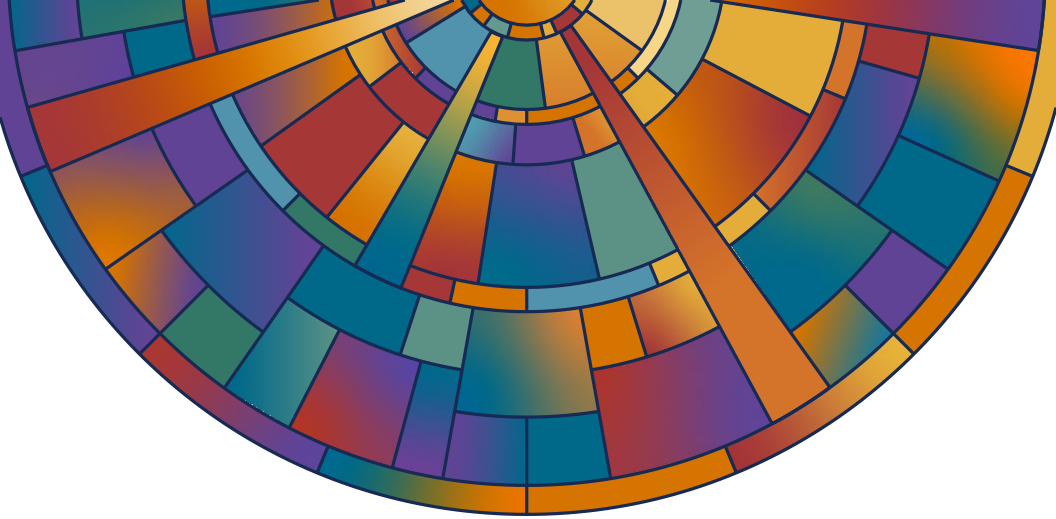
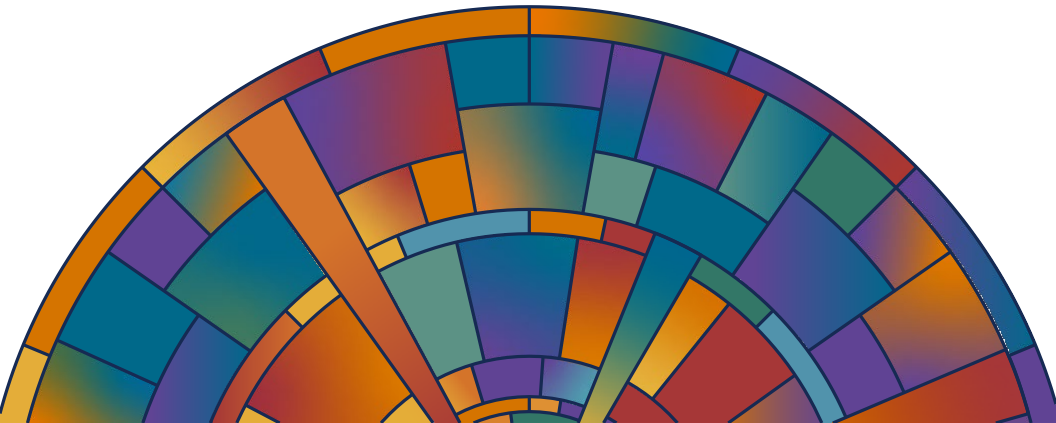


Internal Grants Program

ACADEMIC YEAR 2024 – 2025

MESSIAH UNIVERSITY

OFFICE OF FACULTY DEVELOPMENT



IMPORTANT DATES

This booklet describes how to apply for faculty grants that are funded by Messiah University through the Office of Faculty Development. The University has allocated approximately $60,000 to support the professional endeavors of Messiah faculty.

Tuesday, March 19, 2024 • 8:00 a.m.
Deadline for Proposals

Friday, May 3, 2024
Notification Letters to Applicants

Friday, May 10, 2024
Grant Awards Posted on FalconLink

July 1, 2024 - June 30, 2025
Grant Period

Monday, June 30, 2025
Self-Assessments due to Office of Faculty Development

OFFICE OF FACULTY DEVELOPMENT

Boyer 101 facdev@messiah.edu

Cynthia A. Wells ..... Associate Dean for Faculty Development
Leah Clarke .....Director of Teaching and Learning
Lauren Allen .....Program Coordinator, Faculty Development
Elise Buchanan ..... Administrative Assistant, Faculty Development

TABLE OF CONTENTS

Grant Eligibility 3

General Information 4

Grants Focused on Teaching:

Course Development Grant 7

Teaching Enhancement Grant 9

Harry and Nancy Preis Graduate Nursing & Health Professions Teaching Enhancement Award 11

Scholarship of Teaching and Learning (SoTL) Grant 13

Teaching Conference Attendance Grant 16

Teaching Internship Grant 18

Grants Focused on Scholarship:

Scholarship Grant 20

Rocco and Nancy Ortenzio Endowed Research Grant 22

Smith Scholar Intern Grant 24

Additional Grants:

Cross-Cultural Grant 26

Service-Learning Grant 28

Riegsecker Gender Studies Grant 30

Information: Educator Grants Outside of Faculty Development:

Agapé Center for Local and Global Engagement 32

GRANT ELIGIBILITY

INTERNAL GRANT ELIGIBILITY	
Course Development Grant	All Ranked Faculty
Teaching Enhancement Grant	All Ranked Faculty
Scholarship of Teaching and Learning (SoTL) Grant	All Ranked Faculty
Teaching Conference Attendance Grant	All Ranked Faculty
Scholarship Grant	All Ranked Faculty
Teaching Internship Grant	All Undergraduate Faculty
Smith Scholar Intern Grant	All Undergraduate Faculty
Harry and Nancy Preis Graduate Nursing and Health Professions Teaching Enhancement Award	Graduate Faculty in Nursing and Health Professions
Rocco and Nancy Ortenzio Endowed Research Grant	Physical Therapy Faculty
Cross-Cultural Grant	All Undergraduate Faculty
Service-Learning Grant	All Ranked Faculty
Reigsecker Gender Studies Grants	All Ranked Faculty

EXTERNAL GRANT ELIGIBILITY	
Agapé Center for Local and Global Engagement	All Teaching Faculty

MESSIAH UNIVERSITY
INTERNAL GRANTS

GENERAL INFORMATION

Proposals for internal grants are to be submitted electronically to the Office of Faculty Development (facdev@messiah.edu), the office will confirm receipt of the proposal.

Copies of proposals that were selected for funding in previous years are available for perusal by contacting the Office of Faculty Development.

Proposals for Faculty Development Grants will be evaluated by the 2023-2024 Scholarship and Development Committee, except where otherwise indicated:

Melinda Burchard
Brent Good
Jennifer Ness-Myers
Brenda Elliott
Devin Manzullo-Thomas
Cynthia A. Wells, Chair

I. Criteria

A. Only Ranked Faculty with a 2023 - 2024 contract are eligible to apply for grants. (Lecturers may apply for all categories except Scholarship Grants.)

B. A faculty member may be awarded only one individual grant per year. (If one of the grants is a Smith Scholar Intern grant, Teaching Internship Grant, SoTL grant, Riegsecker Gender Studies or a minor role in a collaborative project, a faculty member may be awarded a total of two grants.)

C. Proposals need to be submitted for a specific category. However, if in the judgment of the Committee the proposal is deemed appropriate for another category, it may be considered for that one instead.

D. If any two proposals within the same category are judged to be of equal merit, then reasonable equity in the distribution of grants and other institutional funding (e.g., workload reallocation, scholarship chairs, etc.) over a period of years will be an additional criterion.

II. Budget

A. The budget included as part of each application must itemize anticipated expenses, which may include items such as book or software purchases, supplies, library usage costs, and travel directly related to the project. Any portion of the grant beyond direct project expenses shall be considered a taxable stipend for summer activity.

B. Since all faculty have access to university-owned computers, requests for computer purchases will not be considered. Requests for software or specific equipment necessary for a project will be considered.

C. Some general guidelines to use in helping to plan the budget:
   1. Refer to the Expenditure Policy for travel reimbursement rates.
   2. Weekly stipends should be figured at $818 per week.
   3. Load reduction "buyouts" are based on 125 percent of adjunct replacement costs ($1,563 per load unit).
   4. All grant expenses must comply with University policies, including expenditure and travel policies.

III. Stipulations

A. If the proposed project involves research on human subjects, the application should address the current status of IRB approval (https://www.messiah.edu/info/20241/institutional_review_board). IRB approval must be granted before the start of data collection.

B. Faculty who will be receiving University support (e.g., workload reallocation, scholarship chairs, etc.) during the grant period must describe the particular tasks that require new funding and distinguish them from any current institutional or external support.

C. All grants are distributed according to available funding. Grant proposals frequently are awarded only partial funding. In these cases, recipients are offered the option of declining the grant.

D. On-campus collaboration: Faculty members may choose to collaborate on a given project. In such cases, faculty members may submit a joint proposal, but the role of each collaborator should be clearly described. If the time commitment for each Messiah University collaborator is comparable to that for an individual project, then each faculty member may be funded up to the maximum amount.

E. Off-campus collaboration: If a project is to involve collaboration with a person or agency external to Messiah, then the nature of that collaboration (including financial arrangements, if any) should be stated in the applicant's context statement. Include a letter of support if possible. If plans are in a preliminary stage, explain the anticipated relationship with the collaborators.

IV. Assessments

All those who have been awarded a grant are required to file an assessment report with the Office of Faculty Development (facdev@messiah.edu) upon completion of the project. This summary should include an evaluation of success in reaching grant objectives and documentation of results. Supporting documentation might include:

A. evidence of change in teaching practice
B. evidence of revised course
C. completion of research study
D. presentation or publication of project

Assessment reports will be placed in the "Grants and Sabbatical File" and used in the ongoing assessment of the faculty grant program and in considering future grants proposed by the faculty member. In addition, a copy of the assessment will be sent to the respective Dean of the School. Successful completion of projects will be considered as evidence of a faculty member's ability to effectively steward grant resources.

GRANTS FOCUSED ON TEACHING

COURSE DEVELOPMENT GRANT

Maximum Amount: $2,500
(2023-2024: 6 grants totaling $4,812)
(2022-2023: 9 grants totaling $8,416)

A. Description:

This grant is designed to provide support for faculty preparing for a new course or significantly redesigning an existing course. The committee particularly welcomes individual project proposals related to the six criteria of Messiah University's Teaching Rubric (Content Knowledge, Faith and Learning, Inclusive Excellence, Organizational Supports, and Student Learning), educational, technology, and experiential learning. Grant funds may be used in a variety of ways: purchasing books, software, materials, attending conferences or workshops on teaching, data gathering, visiting exemplary programs, etc. Proposals may include a request for up to one week of stipend; requests related to direct expenses are prioritized above those for stipends.

B. Application:

An application must include:

- a cover page (including the applicant's name, the category of grant requested, a one-sentence description of the proposed project, the total dollar amount requested, and a list of internal grants received by the applicant in the past three years)
- a purpose statement describing the need for developing or revising the course
- a statement regarding whether the course has already been approved or, if not, where it is in the approval process
- if applicable, an explanation of how this funding will be coordinated with other campus funding (e.g., technology funding or school funds)

- a tentative syllabus for the course to be developed or revised
- a statement of goals
- a timetable
- a budget

C. Criteria for Selection:

1. The quality of the grant proposal, including overall organization, clarity, and thoroughness.
2. The extent to which the proposal calls for substantial new preparation on the part of the faculty member.
3. The likelihood that the project will contribute positively to the strategic plan of the University.
4. Successful completion of previously awarded internal grant projects.

D. Selection:

The Scholarship and Development Committee will evaluate the proposals and award the grants assisted by evaluative comments from the Director of Teaching and Learning.

TEACHING ENHANCEMENT GRANT

Maximum Amount: $1,500
(2023-2024: 2 grants totaling $1,002)
(2022-2023: 9 grants totaling $8,200)

A. Description:

The purpose of this grant is to support faculty who aim to give some concentrated attention to a specific area of their teaching. Usually this will involve working on an area of pedagogy that has the potential to enhance instruction at the University. The committee particularly welcomes individual or collaborative project proposals related to the six criteria of Messiah University's Teaching Rubric (Content Knowledge, Faith and Learning, Inclusive Excellence, Organizational Supports, and Student Learning), educational technology, and experiential learning. Grant funds may be used in a variety of ways: purchasing books, software, materials, attending conferences or workshops on teaching, data gathering, visiting exemplary programs, etc. Proposals may include a request for up to one week of stipend; requests related to direct expenses are prioritized above those for stipends.

B. Application:

An application must include:

- a cover page (including the applicant's name, the category of grant requested, a one-sentence description of the proposed project, the total dollar amount requested, and a list of internal grants received by the applicant in the past three years)
- a context statement for the project
- a statement of goals
- a timetable
- a budget

C. Criteria for Selection:

1. The quality of the grant proposal, including overall organization, clarity, and thoroughness.

2. The potential contribution of the initiative toward fostering teaching excellence at Messiah University.
3. Successful completion of previously awarded internal grant projects.

D. Selection:

The Scholarship and Development Committee will evaluate the proposals and award the grants assisted by evaluative comments from the Director of Teaching and Learning.

HARRY & NANCY PREIS GRADUATE NURSING AND HEALTH PROFESSIONS TEACHING ENHANCEMENT AWARD

Maximum Amount: $700
Grants Awarded Annually: 1

A. Description:

The purpose of the Harry & Nancy Preis Graduate Nursing and Health Professions Teaching Enhancement Award is to encourage graduate faculty members from nursing and health professions to enhance their teaching. The award can be used to support a variety of activities, such as attending teaching workshops, purchasing texts, gathering data, visiting exemplary professors, that serve to improve teaching and learning.

B. Application:

An application must include:

- a cover page (including the applicant's name, title, name of grant requested, a one-sentence description of the proposed activities, total dollar amount requested, and a list of internal grants received by the applicant in the last three years)
- a context statement for the project
- a statement of goals and related objectives for improving teaching and learning
- a description of activities proposed (audience, content, and role(s) of applicant)
- a timetable
- a budget

C. Criteria for Selection:

1. The quality of the grant proposal, including overall organization, clarity, and thoroughness.
2. Successful completion of previously awarded internal grant projects.
3. Preference is given to those at the Assistant Professor, Senior Lecturer and Lecturer ranks and/or those who have recently transitioned from clinical practice to the academic context.

D. Selection:

The Dean of the School of Graduate and Professional Studies will evaluate proposals and award the grant in consultation with the Associate Dean for Faculty Development.

SCHOLARSHIP OF TEACHING AND LEARNING (SOTL) GRANT

Maximum Amount: $1,000
(2023-2024: 1 grant)
(2022-2023: 1 grant)

A. Description:

This grant is funded by The Ernest L. Boyer Center and is designed to support faculty in developing, implementing, and disseminating a Scholarship of Teaching and Learning (SoTL) research project. The Scholarship of Teaching and Learning encompasses a broad set of practices that engage faculty in critically examining teaching and learning in order to improve student learning and to share their insights with a scholarly audience.

B. Rationale: Why might I apply?

Do you have a specific assignment that intuitively seems to work well for student learning? SoTL is a good way to examine the extent to which and why it works. Do you have a particular content or skill that students really struggle to understand? SoTL provides an avenue to test the impact of a new pedagogical strategy. Are you interested in advancing both your teaching and your scholarship agenda? SoTL allows faculty to find evidence of student learning and to contribute to the larger knowledge base of teaching and learning.

C. Proposal Elements:

1. Each SoTL proposal should begin with a clear research question. Here are a few examples:
    a. How does journal reflection promote understanding of the immigrant experience?
    b. Does a simulation learning activity advance students' ability to communicate technical accounting content?
    c. Do students demonstrate greater mastery of content in a flipped class than a lecture-only class?

2. Each proposal should identify a specific course assignment (e.g. reflective journal, exam), or a particular pedagogical strategy (e.g. discussion technique, peer review, performance assessment) that will be the focus of the project. This assignment/strategy and its course context should be described.
3. Proposal should describe the importance of your research question and how it will advance our knowledge of teaching and learning.

D. Elements of Project and Related Stipend:

Task	Stipend upon completion
Develop and submit SoTL project to I.R.B	$450
Implement SoTL project	$450
Write/submit draft of SoTL project dissemination	
Share SoTL insights on campus (e.g. Teaching and Learning Workshop)	$100

E. Application:

An application must include:

- a cover page (including applicant's name, category of grant requested, a one-sentence description of the proposed project, and a list of internal grants received by the applicant in the last three years)
- a brief statement identifying the course assignment or teaching strategy to be examined

- a context statement for the project
- a timetable

F. Criteria for Selection:

1. Significance and feasibility of the goals for the project and dissemination.
2. Quality of the proposal, including overall organization, clarity, and thoroughness.
3. Alignment with the aims of Scholarship of Teaching and Learning.
4. Successful completion of previously awarded internal grant projects.

G. Selection:

A committee that includes the Associate Dean for Faculty Development, the Director of Teaching and Learning, and a past recipient of the SoTL grant will evaluate proposals and award grants.

TEACHING CONFERENCE ATTENDANCE GRANT

Maximum Amount: $1,000
(2023-2024: none)
(2022-2023: none)

A. Description:

This grant supports the dissemination of pedagogical research at an academic or professional conference and/or the attendance of a teaching and learning related workshop. Priority consideration will be given to project proposals that strongly enhance educators' learning, have a demonstrable impact on students' learning, and address relevance to the six categories of Messiah University's Teaching Rubric (Content Knowledge, Faith and Learning, Inclusive Excellence, Organizational Supports, Student Engagement, and Student Learning).

B. Proposal Overview:

1. Describe the event you will be attending, including
    - Target audience of the conference
    - Theme/topic of the conference
    - Role (presenter, attendee, facilitator, etc.). If you be will presenting your own research, please summarize this research and its significance.
2. Explain the benefits of this experience for your professional development as a teacher as well as the impact it could bring to the Messiah University community upon return (such as presenting at a Teaching and Learning Workshop, School meeting, etc.).

C. Application:

1. Project Proposal
2. Budget (Note: Funds can only be used for direct expenses related to conference attendance.) If applicable, include information about other sources of both internal and external funding for the conference.

D. Criteria for Selection:

1. Clarity of the goals and objectives.
2. Quality of the proposal, including overall organization, clarity, and thoroughness.

3. Successful completion of previously awarded internal grant projects.

E. Selection:

The Scholarship and Development Committee will evaluate the proposals and award the grants assisted by evaluative comments from the Director of Teaching and Learning.

TEACHING INTERNSHIP GRANT

Maximum amount: $575
(2023-2024: 1 grant totaling $575)
(2022-2023: 1 grant totaling $575)

A. Description:

This grant is designed to support faculty in specific areas of their course and to give undergraduate students an opportunity to explore and experience the process of university teaching. The grant funds a teaching intern who partners with a specific faculty member in the delivery of a particular course over the course of a single semester. Teaching interns must be at least junior standing with a minimum 3.0 GPA and should typically be assigned to a course where the enrolled students would be at least one academic year behind them in academic standing.

The faculty mentor and intern should identify specific intern contributions to the course that are planned in the partnership. The intern may be the primary instructor for a few class sessions, but should not be used as a routine substitute. Grading of assignments may be a portion of the intern's duties, but should not be the primary responsibility. The intern should be involved in course development and planning, and/or improving pedagogy and delivery. The amount awarded to the student is paid on an hourly basis up to a maximum of $575 per semester. The mentoring professor may submit a teaching intern proposal in conjunction with another internal grant, or it may be submitted independently.

Both Teaching Intern Grants and Smith Scholar Intern Grants are available regardless of whether a faculty member receives another grant. However, neither a faculty member nor a student may hold both kinds of intern grants at the same time.

B. Application:

An application may be initiated by either the faculty sponsor or the student intern, but must be endorsed by both before submitting. The application should include a project proposal detailing:

- The course and semester that the intern will support
- The specific contribution expected to that course

- Anticipated benefits to the intern from the experience
- Curriculum vitae for the sponsoring faculty member
- Delineation of any connection to any other internal grants for which applications are currently being submitted.

C. Selection Criteria:

1. The quality of the grant proposal, including overall organization, clarity, and thoroughness.
2. The extent to which clear contributions to the course and benefits to the intern are articulated.
3. Successful completion of previously awarded internal grant projects.
4. Priority will be given to students without a prior opportunity to complete a teaching internship and faculty without other teaching interns.

D. Selection:

The Scholarship and Development Committee will evaluate the proposals and award the grants assisted by evaluative comments from the Director of Teaching and Learning.

GRANTS FOCUSED ON SCHOLARSHIP

SCHOLARSHIP GRANT

Maximum Amount $5,000
(2023-2024: 17 grants totaling $34,048)
(2022-2023: 8 grants totaling $15,702)

A. Description:

A scholarship project may deal with any topic or activity of current interest to faculty. Scholarship is defined using Boyer's categories of discovery, teaching, integration, and application. Grants may support new scholarship initiatives as well as the completion of on-going projects. Faculty may propose projects that include collaboration with students, possibly using the Smith Scholar Intern Grant.

Grant funds may be used for direct expenses associated with the project and/or for stipends of up to two weeks. Requests related to direct expenses are prioritized over requests for stipends. Grants may be used to support the dissemination of scholarly projects; requests for subvention funding should be accompanied by materials that document the project's worthiness and the need for such support.

Grants may also be used for course load reduction; these are extremely competitive and awarded only in extraordinary circumstances. Course buyouts are not available to those individuals with Distinguished Professorships, Scholar Chairs, or sabbaticals during the grant period.

Applicants who are participating in the Workload Reallocation program should clearly indicate the additional work that will occur if a course buyout is awarded. An applicant requesting a buyout should include a statement from the Department Chair indicating the number of credits of buyout and describing the feasibility of securing appropriate coverage for a course. Applicants requesting a course buyout are advised to include an

alternate request for stipends or expense reimbursements that might be awarded if buyout funding is not available.

B. Application:

An application must include:

- a cover page (including the applicant's name, the category of grant requested, a one-sentence description of the proposed project, the total dollar amount requested, and a list of internal grants received by the applicant in the past three years)
- applicant's curriculum vitae
- a context statement for the project
- a statement of goals
- a timetable
- a budget (including information about other sources of both internal and external funding for the project)

C. Criteria for Selection:

1. The quality of the proposal, including overall organization, clarity, and thoroughness, as evidence of high likelihood of resulting quality scholarship.
2. The likelihood that the goals stated in the proposal can be attained in the time period for the grant (recognizing that the goals of the proposal need not be final completion of an ongoing project).
3. The likelihood that the work resulting from the project will result in some form of publication or other dissemination to the greater scholarly community, or will represent a significant step toward eventual publication or other form of dissemination. (If the faculty member has received a previous scholarship grant, then the progress made toward publication or other dissemination as a result of that grant will be an important factor in applying this criterion to the new proposal.)
4. Successful completion of previously awarded internal grant projects.

ROCCO AND NANCY ORTENZIO ENDOWED RESEARCH GRANT

Maximum Amount: $2,000
Grants Available: 2
(2023-2024: none)
(2022-2023: none)

A. Description:

The purpose of the Rocco and Nancy Ortenzio Endowed Research Grant is to support faculty-student team-based research projects that further Physical Therapy practice. Research teams are required to contribute to the body of scholarship by disseminating their results at the state and/or national level, thereby highlighting Messiah University's support of faculty and student research. The Physical Therapy Faculty member must submit the application on behalf of themselves and their student research group.

B. Application:

An application must include:

- A cover page (including lead researcher's name and title, name and title of additional faculty involved, name and graduate program of participating students, a one-sentence description of the proposed research project, and the total dollar amount requested)
- A statement written by the faculty describing the research group's scholarly project.
- A statement of goals and activities, including activities to be undertaken by the faculty member(s) and student(s).
- A timetable
- A budget (including information about other sources of both internal and external funding for the project).

C. Criteria for Selection:

1. The quality of the grant proposal, including overall organization, clarity, and thoroughness, as evidence of high likelihood of resulting quality scholarship
2. The likelihood that the goals stated in the proposal can be attained in the time period for the grant (recognizing that the goals of the proposal need not be final completion of an ongoing project).

3. The likelihood that the work resulting from the project will result in some form of publication or other dissemination to the greater scholarly community.
4. Successful completion of previously awarded internal grant projects.

D. Selection:

The Dean of the School of Graduate and Professional Studies will evaluate proposals and award the grant in consultation with the Associate Dean for Faculty Development.

THE DR. ROBERT & MARILYN SMITH SCHOLAR INTERN GRANT

Maximum Amount: $1,150 ($575 per semester)
(2023-2024: 5 grants totaling $4,600)
(2022-2023: 5 grants totaling $5,750)

A. Description:

This grant enables highly capable juniors or seniors to spend a semester or a full academic year being mentored by a faculty member who is involved in a significant scholarly project. (In exceptional cases, a lower division student may be considered.) The amount awarded to the student is paid on an hourly basis up to a maximum of $575 per semester. The mentoring professor may submit a scholar intern proposal in conjunction with another internal grant, or it may be submitted independently. The activities undertaken by a student intern will vary according to the needs of the project, but the intern's time commitment must not exceed 75 hours per semester. Summer internships may be requested (in place of either fall or spring semester) if that is when the mentoring will occur. These grants will not be given to fund senior projects, Honors projects, independent studies, or any other student driven undergraduate research project. The intention of the Smith Scholar Internship program is to acquaint highly capable students with the scholarly processes and professional projects of professors.
Both Teaching Internship Grants and Smith Scholar Grants are available regardless of whether a faculty member receives another grant. However, neither a faculty member nor a student intern may hold both kinds of internship grant at the same time.

B. Application:

1. A statement written by the professor describing his or her scholarly project, the activities to be undertaken by the student, the intended timeline, and the mentoring to be provided by the professor. (Faculty members requesting the same student for an additional year must submit a new rationale.)

2. A statement from the student indicating what he/she hopes to gain from the experience, endorsed with the professor's signature.

C. Selection Criteria:

The Smith Scholar Interns will be selected based on the potential benefit to the student, to the sponsoring faculty member, and to the discipline.

ADDITIONAL GRANTS

CROSS-CULTURAL GRANT

Maximum Amount: $2,500
(2023-2024: none)
(2022-2023: none)

A. Description:
The grant is designed primarily to assist faculty in undertaking feasibility studies and curriculum development of new cross-cultural courses. A secondary purpose is to support the revision of existing cross-cultural courses to locations that have experienced major changes. Grant money may be used for the purchase of resource materials, as well as in conducting site visits and interviews with potential resource persons or host families.

B. Application:
Applications must include:

- a cover page (including the applicant's name, the category of grant requested, a one-sentence description of the proposed project, the total dollar amount requested, and a list of internal grants received by the applicant in the past three years)
- an overview of personal experience, research or academic interests in the country/culture under consideration
- a rationale developed in consultation with the Dean of Experiential Learning and the Dean of General Education and Common Learning as to why students should be offered opportunities in this particular setting at this time
- a statement of whether the course has already been approved or, if not, where it is in the approval process
- a tentative syllabus
- a timetable
- a budget

C. Criteria for Selection:

1. Quality of the grant proposal, including overall organization, clarity, and thoroughness.
2. Degree to which the proposal broadens international and cross-cultural course offerings.
3. Demonstrated interest or expertise in the country as evidenced by academic and scholarly work, or prior exposure to/ immersion in the culture.
4. Degree to which the content or structure of repeat courses require new preparation and information gathering on the part of the faculty member.
5. Successful completion of previously awarded internal grant projects.

D. Selection:

Applications will be reviewed and grant awards determined by the Scholarship and Development Committee in close consultation with the Dean of Experiential Learning and the Dean of General Education and Common Learning.

SERVICE-LEARNING GRANT

Maximum Amount: $1,000
(2023-2024: 2 grants)
(2022-2023: 1 grant)

A. Description:

This Service-Learning Faculty Grant is designed to encourage faculty to integrate service-learning into the curriculum. Therefore, the grant can be used for the advancement of two purposes: faculty scholarship in the area of service-learning or integration of service-learning into existing coursework.

B. Criteria for Selection (Choose one of the two):

1. For Faculty Scholarship in the area of Service Learning:
    a. Likelihood of successful publication of service-learning assessment and research in a peer reviewed academic journal or book
    b. Clear, measurable objectives of service learning research and assessment
    c. Plan to disseminate research and assessment among peers
    d. Projected outcomes of proposed experience and scope of impact
2. For Service Learning Integration within a course:
    a. Degree to which service learning accomplishes both the learning objectives for the course and the community goals for the service-learning project
    b. Identification of content, service and reflection components in the syllabus
    c. Frequency of the course offering and/or number of students likely to participate
    d. Amount of new preparation required on the part of the faculty member

C. Application:

Application must include:

- A cover page (including applicant's name, category of grant requested, a one-sentence description of the purpose of the proposed project, the total dollar amount requested, and a list of internal grants received by the applicant in the past three years)

- An outline of program activities, objectives and anticipated outcomes
- A budget (a portion of the budget, not to exceed 75%, may be used for transportation)
- For scholarly projects, a plan for disseminating results
- For course integration, a statement of whether the course has already been approved or, if not, an explanation of where it is in the approval process

D. Selection:

The Scholarship and Development Committee will evaluate the proposals and award the grants assisted by evaluative comments from the Dean of Experiential Learning.

RIEGSECKER GENDER STUDIES GRANTS

Maximum Amount for Riegsecker Scholarship Grant: $2000
Maximum Amount for Riegsecker Course Grant: $1000
(2023-2024: none)
(2022-2023: none)

A. Description:

The Riegsecker Gender Studies Grants are designed to encourage faculty to explore issues that address Gender Studies OR to integrate topics that address Gender Studies into the curriculum. Therefore, grants may be used to advance (1) faculty scholarship in the area of Gender Studies or (2) integration of Gender Studies topics into new or existing coursework. Suitable topics might include gender and faith, gender and education, gender issues in programing and policy development, Title IX, and many others. Funding priority will be given to scholarship that addresses gender and faith and to projects that support collaboration with students and/ or other educators, including co-curricular educators and other members of the campus community. The Chair of the Gender Concerns Committee is available for consultation in developing a grant proposal. Two or more grants may be awarded in each of the two categories.

B. Criteria for Selection:

1. For Faculty Scholarship Grants:
    a. Clear, measurable objectives that address Gender Studies research
    b. The quality of the grant proposal, including organization, clarity, and thoroughness
    c. Likelihood that the work will be successfully disseminated to the greater scholarly community (or represent a significant step towards publication or other form of dissemination)
    d. Plans must include a presentation on campus. Include costs for this event in the proposal budget
    e. Successful completion of previously awarded internal grants
2. For Course Grants:
    a. Degree to which the integration of Gender Studies accomplishes the learning objectives for the course
    b. The quality of the grant proposal, including organization, clarity, and thoroughness

c. Amount of new preparation required on the part of the faculty member
d. Successful completion of previously awarded internal grants

C. Application:

1. Scholarship Grant application must include:
   - A cover page (including applicant's name, category of grant requested, a one-sentence description of the proposed project, the total dollar amount requested, and a list of internal grants received by the applicant in the past three years)
   - A context statement for the project
   - A statement of goals including an outline of program activities, objectives and anticipated outcomes
   - A timetable
   - A budget (including information about other sources of both internal and external funding for the project as well as costs for requisite campus presentation)
   - Plans for campus presentation
2. Course Grant application must include:
   - A cover page (including applicant's name, category of grant requested, a one-sentence description of the proposed project, the total dollar amount requested, and a list of internal grants received by the applicant in the past three years)
   - A purpose statement describing the need for developing or revising the course
   - A statement of whether the course has already been approved or, if not, an explanation of where it is in the approval process
   - A tentative syllabus for the course to be developed or revised
   - A statement of goals
   - A timetable
   - A budget

D. Selection:

The Scholarship and Development Committee Chair will evaluate proposals and select recipients assisted by evaluative feedback from the Chair of the Gender Concerns Committee.

INFORMATION: EDUCATOR GRANTS OUTSIDE OF FACULTY DEVELOPMENT

Agapé Center for Local and Global Engagement

The Agapé Center for Local and Global Engagement offers course-specific seed grants to faculty desiring to integrate community-engaged learning into the curriculum. Funds may be used for expenses related to the community-engaged experience (i.e., vehicles; food; supplies; speakers; research tools, etc.). Faculty may request up to $300 per course. Applications must be submitted to the Director of the Agapé Center for Local and Global Engagement by 8:00AM on March 19, 2024. Grant requests will be reviewed and awarded by the COE Service-Learning Committee by May 3, 2024.

MESSIAH UNIVERSITY

OFFICE OF FACULTY DEVELOPMENT