

Internal Grants Program

This booklet describes how to apply for faculty grants that are funded by Messiah College. This year the College will allocate approximately \$40,000 to support the professional projects of teaching faculty. In light of the College's strategic plan, special consideration will be given to proposals for projects that directly address issues of teaching and learning, particularly as they relate to diversity, technology, experiential learning, or assessment of student learning.

Copies of proposals that were selected for funding last year are available for your perusal in the Office of Faculty Development (Boyer Suite, Boyer Hall).

If you have questions about material in this booklet, please contact any of the members of the Scholarship and Development Committee.

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General Information

Proposals for internal grants are to be submitted to the Office of Faculty Development, Boyer Suite 3008. Proposals will be evaluated by the Scholarship and Development Committee. Electronic Submission is preferred to facdev@messiah.edu. The office will confirm receipt of the proposal. The same time line applies for all grant applications:

Tuesday, March 25, 2014, 8 a.m.
Deadline for Receipt of Proposals

Friday, May 16, 2014
Notification Letters to Applicants

May 26, 2014 – May 15, 2015
Grant Period

Friday, May 29, 2014
Grant Awards Posted on MCSquare

Tuesday, June 30, 2015
Self-Assessments due in Office of Faculty Development

V. Service-Learning Grant

*Maximum Amount: \$1,000
(2013-2014: 2 grants totalling \$1,740)*

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.

The Director of the Agapé Center for Service and Learning should be consulted early in the process of developing a grant proposal. The Scholarship and Development Committee will evaluate the proposals and award the grants assisted by evaluative comments from the Director of the Agapé Center.

B. Proposal Criteria used in selection:

For Faculty Scholarship in the area of Service-Learning:

1. Likelihood of successful publication of service-learning assessment and research in a peer reviewed academic journal or book.
2. Clear, measurable objectives of service-learning research and assessment
3. Plan to disseminate research and assessment among peers
4. Projected outcomes of proposed experience and scope of impact.

For Service-Learning Integration within a course:

1. Degree to which service-learning accomplishes both the learning objectives for the course and the community goals for the service-learning project.
2. Identification of content, service and reflection components in the syllabus.
3. Frequency of the course offering and/or number of students likely to participate.
4. 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)
- a statement of whether the course has already been approved or not, where it is in the approval process
- A clear rationale for the proposal
- 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)
- If intended for publication, a list of which peer reviewed journals or publications