Call for Proposals
2011-2012 Collaborative Teaching & Research Grants
Armstrong Atlantic State University & Savannah State University

The Offices of Academic Affairs at Armstrong Atlantic State University and Savannah State University call for proposals for funding collaborative teaching and research projects for the 2012 spring semester. **Grants of up to $2,500 are available for team projects that can demonstrate a propensity to enhance teaching and/or research at both campuses.** *Final decisions on funding will be made by the Vice President of Academic Affairs at Armstrong and the Vice President of Academic Affairs at SSU.*

• Proposals must be submitted by *two* project directors: one faculty or staff member from Armstrong and one from SSU. All full-time faculty and staff members at both Armstrong and SSU are eligible to apply.

• Grant-supported projects must be implemented and awards must be spent during the spring semester of 2012.

• Projects must explicitly address issues related to university-level teaching and/or research. Grant money **cannot** be used to cover the cost of food or refreshments for projects.

• If the project includes research involving human subjects, Institutional Review Board (IRB) approval may be submitted after the deadline of November 18, but must be submitted before the grant can be awarded.

• Applications must be made using the attached form. The review criteria (on the next page) should be addressed using no more than four pages (double-spaced, 12-point font) in addition to the attached form. No attachments other than IRB approvals are permitted.

• Proposals will be evaluated using the criteria on the next page.

• Grant recipients must submit final project reports to the Vice President of Academic Affairs at their home institutions no later than September 10, 2012.

• Completed applications must be received by **4:00 p.m. on Friday, November 18, 2011.** The original application *and* two copies are to be delivered to the **Office of Academic Affairs at** *either* **AASU (Burnett Hall, Room 183)** *or* **SSU (Colston Administration Building, Room 204).**

• For further information, contact **Teresa Winterhalter (Armstrong) at (912) 344.3135** or **Davida Harris (SSU) at (912) 356.2379.**

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General Guidelines

In general, projects submitted to this competition should facilitate collaborative initiatives between faculty and/or staff at Armstrong and SSU. The projects should aim to strengthen the quality of classroom instruction and student learning *and/or* foster research and scholarship. For example, faculty may propose innovative plans for: team teaching on both campuses, field trips involving students from two or more classes, community projects with a service-learning component, shared lab experiences, or exploratory research projects that may eventually be extended or expanded through external funding. Although the range of project options and opportunities is wide, applicants should clearly explain the expected outcomes, the methods of assessment, and the strategies for communicating results to other interested faculty.

Competition Review Criteria for Collaborative Teaching and Research Grants

I. Project Description: Have the applicants clearly described the nature and purpose of the proposed project?

II. Demonstrated Need: Does the proposal show the significance of the project to university students, the academic discipline(s), the two universities, and/or the applicants' professional development? Is there evidence that what is requested in the proposal is necessary to the project?

III. Feasibility & Personnel Qualifications: Is it demonstrated that the project can be completed with the available resources and in the time allowed? Is the necessary institutional commitment shown in comments by the dean or department head? Do the applicants appear to be qualified to implement the project as defined?

IV. Implementation Plan: Does the proposal clearly explain how the proposed activities will address the demonstrated need? If appropriate, does the proposal include a timeline indicating work that has already been done and work that must still be implemented? If the project involves enhancement of courses, are effective instructional methods being proposed, and does the proposal explain how activities will improve teaching and learning?

V. Evaluation of Outcomes/Impact: Have the expected outcomes been identified clearly, and has a method for evaluating those outcomes been provided? Does the proposal clearly identify the scholarly product(s) that might result from this project and the methods for communicating results to other interested faculty and staff?

VI. Budget Justification: Have the applicants provided a breakdown of the costs for the project, and does the budget seem reasonable for both the effort and the anticipated results?

VII. Compliance with Application Procedures: Is the body of the proposal *no more than* four pages, 12-point font and double-spaced? Have the two project directors *each* secured a signature from the appropriate department head or dean? (If not, the proposal cannot be reviewed.) Have the applicants provided the original application plus two copies for review?

Name of AASU Project Director:

_____

Name of SSU Project Director:

_____

Title of Proposal:

_____

_____

Project Start Date: _____
Project End Date: _____

Application Form
2011 Armstrong & SSU Collaborative Teaching & Research Grants
Budget *(please explain all costs in your narrative)*

	Grant Funds	*Other Sources of Funds*
Equipment:		
Student Stipends:		
Supplies and Communications:		
Travel:		
Other (please specify):		
TOTAL:		

I agree to abide by current AASU and SSU policies on conflicts of interest, misconduct in science, the use of human subjects and vertebrate animals in research, and other University research policies as appropriate. I certify that the required actions regarding

compliance have been taken and that my associates on this project will be informed of the requirements of these policies.

_____   _____
AASU Project Director   Date

_____   _____
SSU Project Director   Date

Comments by Armstrong Dean *or* Department Head (*attach a separate page if necessary)*:

_____
Signature of Dean or Department Head   Date

Comments by SSU Dean *or* Department Head (*attach a separate page if necessary)*:

_____
Signature of Dean or Department Head   Date