

GRADUATE STUDENT INSTRUCTOR  
Course Improvement Grants

2006 - 2007  
APPLICATION

**DEADLINE:** There is *no* deadline, but applications, letters of support, and any required documentation must be received *no later than 15 working days* prior to the implementation of the proposed project. Applications may be submitted at any time during the academic year or summer session.

Submit two copies of this proposal and all supporting documents to the GSI Teaching and Resource Center.  
*Note: A letter of support from the faculty member in charge of the course or the department chair endorsing the project is required – as well as résumés for all prospective speakers.*

Guidelines for applying for a Graduate Student Instructor Course Improvement Grant are on the GSI Teaching and Resource Center's Web site. Please read the guidelines carefully before filling out this application.

To prepare your proposal, please respond to each of the following items using this form.  
(Attach a separate sheet if more space is needed.)

1. Graduate Student Instructor's name \_\_\_\_\_
2. Title (e.g., GSI II) \_\_\_\_\_
3. Home department \_\_\_\_\_
4. Telephone numbers: Home (\_\_\_\_) \_\_\_\_\_ Office (\_\_\_\_) \_\_\_\_\_
5. E-mail address \_\_\_\_\_
6. If previous Course Improvement Grants awarded, please give number and dates \_\_\_\_\_
7. Brief project title \_\_\_\_\_
8. Amount requested (up to \$300) \$ \_\_\_\_\_
9. Project to be undertaken in \_\_\_\_\_ (Semester and Year) on \_\_\_\_\_ (Specific Date)
10. Course information: Department \_\_\_\_\_ Course number \_\_\_\_\_  
Course Title \_\_\_\_\_ Number of course sections \_\_\_\_\_  
Number of students in your section \_\_\_\_\_
11. Name and rank of faculty member responsible for the course \_\_\_\_\_
12. Briefly describe your project, detailing what you plan to do and how: (Please attach a separate sheet if necessary.)

13. Explain how the project will enrich your students' learning and make your teaching more effective.
- 14a. What specific pedagogical activities will you use to prepare your students for the project? What do you hope the students will have gained through these preparatory activities?
- 14b. What specific pedagogical activities will you employ to integrate the project into the course and to improve student learning once the project is completed? How will these activities contribute to student learning?
15. Precisely how will you evaluate your project?
16. How did you hear about this program?

#### GRANT ADMINISTRATION

*Note: If an award is made, funds will be transferred to the department offering the course and will be administered according to normal university accounting procedures. Funds must be spent by the end of the semester in which the grant is awarded.*

Department to receive funds \_\_\_\_\_

Departmental account to which funds should be transferred (Ex: 1-5XXXX-19900-XXXXX-40-X)

\_\_\_\_\_

Name, telephone number and e-mail address of administrative assistant or business officer in charge of the departmental account.

\_\_\_\_\_

#### BUDGET

Please prepare a detailed budget including all project costs. When appropriate, please include a minimum of two estimates for purchases over \$100.

TOTAL COST OF PROJECT \$ \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_