# *Final_GSI Logo_2010* Departmental Grant

##  Application

Please submit this application as a Word attachment to the GSI Teaching & Resource Center (gsi@berkeley.edu) or send two print copies to:

GSI Teaching & Resource Center
Graduate Division
301 Sproul Hall, #5900
510/642-4456

Name of department submitting proposal:

Faculty name and title:

Campus phone number:

Email:

Departmental Chair: (name) (email)

### Application Guidelines

The Graduate Council’s Advisory Committee for GSI Affairs has set the following criteria of eligibility for these awards. To be considered for a GSI Departmental Grant, applicants must:

* conduct a needs assessment of GSIs who have taught in your department in 2012-2013 and use the findings to guide the development of the funded project (sample form available at http://gsi.berkeley.edu/grants/dept-grant-needs-assess.doc);
* ensure that the 300-level seminar on teaching is taught by a faculty member;
* provide a summary report and evaluation of the project at the end of the grant period;
* work toward establishing an ongoing, comprehensive program to prepare GSIs for teaching.
	1. How many GSIs does your department appoint each year?
	2. Please list the name and number of all of the courses in your department that use GSIs and the number of GSIs that teach in each one of these courses.
	**Course Name and Number Number of GSIs**
	3. How many new GSIs do you anticipate for 2014–2015?
	4. What courses do new GSIs teach in?
	5. What responsibilities do first-time GSIs in your department assume (e.g., conducting discussion sessions, labs, grading papers and/or exams, creating tests and exams, developing essay topics, correcting homework sets, holding office hours, developing or maintaining course website)?
	6. What does your department currently do to prepare GSIs for these responsibilities?
	7. How does your department assess the teaching of GSIs?
	8. Please describe the project your department would like to undertake with grant funds. What are the goals of your project and how will you accomplish them? (Attach additional sheet if necessary.) If you are a previous grant recipient, please describe the perceived effectiveness of current departmental efforts to prepare GSIs for teaching and what changes are envisioned for the 2014–2015 year.
	9. How will you evaluate the effectiveness of the project?
	10. What role will experienced GSIs play in the development of the project?
	11. What role will faculty play in the development and implementation of the project?
	12. Please estimate the number of hours of GSI assistance that you will need to undertake this project.

Please feel free to contact the GSI Teaching & Resource Center at gsi@berkeley.edu, or call 510-642-4456 if you have any questions.