

GRADUATE STUDENT INSTRUCTOR Course Improvement Grants

2022 - 2023

APPLICATION

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

Submit an electronic copy of this proposal and all supporting documents to the GSI Teaching and Resource Center, gsi@berkeley.edu.

Note: A letter of support from the faculty member in charge of the course or the department chair endorsing the project is required – 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 website. 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.

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 _____