

ADDITIONAL INFORMATION: Experiential Learning Grants

Funding Period: July 1, 2019- June 30, 2020

(Fiscal Year: Summer II, Fall, Spring, May, and Summer I)

Interdisciplinary Proposals Deadline: Monday, March 25, 2019, 11:59 PM

Award Notification Date: April 5, 2019

College-specific Proposal Deadline: Wednesday, April 10, 2019, 11:59 PM

Award Notification Date: May 1, 2019

Additional Details on Proposal Categories:

1. **Interdisciplinary proposals** are sought to fund experiential learning programs and projects that include cross-campus cooperation to advance one or more of the following themes from our mission statement:

- Community as an interdisciplinary classroom and learning laboratory
- Partnerships in applied student learning with CCU professional units in student life and campus engagement
- Critical inquiry and/or campus action that promotes inclusive excellence
- Advance global perspectives for campus and community enrichment
- Partnerships enhancing responsible and/or sustainable practices on campus and in the community
- New intellectual and creative contributions through cross-college collaborative research and/or creative activities

All Interdisciplinary Proposals MUST:

- Include at least two colleges, or at least one college and one division/unit on campus;
- Be targeted toward and have the potential to reach a significant number of students from multiple colleges;
- Include as Co-principal investigators/project managers at least one faculty member from at least two colleges, or one faculty member from a college and a divisional representative from another division on campus.

2. **College specific proposals** are sought to populate college-specific experiential learning programs and packages, as internally determined by each of the five colleges: Business, Education, Humanities and Fine Arts, Science, and University. Unlike the interdisciplinary proposals, which compete with proposals campus-wide, college-specific proposals compete only against other proposals within that college. Each college determines the proposal review procedure. College-specific proposals are not required to be interdisciplinary, but they certainly can be.

Budget Guidelines

The budget table and budget narrative should be completed according to the instructions on the application form. Acceptable funding categories include personnel, supplies, equipment, travel, software, and consulting/speaker expenses, with the following guidelines and restrictions:

1. Personnel:
 - Faculty: Summer salary and, in some cases, the buying out of faculty release time is acceptable. Faculty stipends are not allowed for courses that are included in the credit-banking policy or other additional compensation plans (all 300-400 level Q courses earn credit banking points).
 - Graduate Students: Graduate students can receive hourly wages, but only for time spent directly in support of EL activities associated with a designated undergraduate EL (Q section) course. The faculty instructor of record must perform all assessments, as all instructors of Q sections must undergo EL course training.
2. Equipment: The Experiential Learning Office or the appropriate college will maintain oversight of equipment purchased using EL Funds, so that it may be available to other potential users, as appropriate.
3. Textbooks or textbook-like materials will not be purchased using central EL funds unless they are bulk purchases for supervisors to use across multiple semesters.
4. Food: Food cannot be purchased on EL funds, unless it is strictly for students only. Per diem involved in student travel may be funded.

Proposal Evaluation Criteria

Proposals are expected to follow the category-specific guidelines described above under "Proposal Categories" and to follow all content and budgetary guidelines and instructions set forth in this document. In addition, proposals should successfully demonstrate the following:

- Expands or enhances experiential educational opportunities
- Emphasis on engaging students in reflective learning
- Emphasis on student-faculty interactions and/or student-community interactions and/or student preparation for post-graduate careers or education
- Includes a plan for sustainability
- Includes a plan to assess and demonstrate the project's success

Post-Award Responsibilities:

1. The proposal applicant assumes primary responsibility for overseeing the development, implementation, and assessment of the proposed EL course/project including a fiscal and operational report on the project.
2. An Annual Summary Report of funded activities will be due to the College Coordinator and the Director of the QEP by July 30, 2020. This report should include a summary of the course project, a description of how the funds were utilized, and a demonstration of the impact the project had on our students or our community.

Project development ideas, funding possibilities, or administrative questions can be directed to Megan McIlreavy (mmcilrea@coastal.edu; 843-349-2728). Thank you for your contributions and support of experiential learning on this campus!