Faculty Mini-Grants for Educational Research

Guidelines for the Submission of Proposals

Who may apply? All full-time faculty and department chairs.

What? Research funding to promote teaching scholarship. Funding is provided by the Vice Provost for Academic Affairs.

These mini-grants provide support to projects that examine teaching and learning practices in the faculty member’s discipline in a systematic way using pedagogical research methods. Results will be measurable improvements in the quality of instruction in the undergraduate and graduate programs of the department or campus. These projects should have the potential to be transformational in nature.

Team projects within disciplines or across disciplines are also welcomed and encouraged.

Research can be empirical (e.g., qualitative or quantitative studies, measurement of student learning or teaching effectiveness, etc.) or conceptual (design of educational innovations and outcomes, curriculum development, pedagogical problem analysis, etc.).

Projects should be completed within one year. Grant recipients will be required to share project results with the campus community through the Center for Educational Research and Teaching Innovation (CERTI) venues and at the Educational Research Symposium held in March at the annual Teaching and Learning Technology Conference, as well as beyond campus (e.g., presentation at ASEE regional meeting, publication of paper, etc.)

Suggested areas of focus: (go to http://certi.mst.edu/educationalresearch/ to see previous years’ projects)

Methods and strategies that --

- Increase student retention, persistence and graduation rates
- Improve access for specific groups of students
- Enhance student professional development
- Use formative and summative assessment methods for instructional improvement
- Increase faculty-student interaction
- Promote active learning
- Improve attainment of learning outcomes

Support Amount: The individual awards will range from $1,000-$10,000 depending on the scope of the project with all awards totaling up to $22,000 for 2013-2014. Funds may be used for summer support, materials and supplies, printing, TA or GTA support, release time and/or project-related travel expenses.

Matching funds are not required, but they may demonstrate commitment to instructional development, innovation and implementation of project outcomes.
Pursuing subsequent funding for a larger grant to continue research on the grantee’s topic is strongly encouraged but not required. For more information about pursuing larger externally sponsored educational research grants, contact the Office of Sponsored Programs.

**Grant application procedure:**

Submit a letter of intent to CERTI (certi@mst.edu) or mail to 207 Norwood Hall by **March 22, 2013**, regarding your proposal.

Submit a proposal (up to 5 pages including the cover sheet) on or before **April 15, 2013**, to the Vice Provost for Academic Affairs office.

- Cover sheet (name, department, department head signature, phone/email, project title, date)
- A brief abstract (100 words)
- Purpose of the project
- Learning outcomes to be addressed, if applicable
- Methodology
- Evaluation and feedback
- Budget with justification
- Deliverables

**Evaluation criteria:**

Go [here](#) for the evaluation rubric.

**Review committee:**

The proposals will be reviewed by the offices of Academic Affairs and Undergraduate Studies, as well as members of CERTI. The Office of Primary Responsibility will be the Office of Academic Affairs. CERTI offers training sessions and online resources for those interested in doing educational research projects in the classroom, including, but not limited to, mini-grant recipients. Contact the CERTI office for more information.

**Other information:**

- Awardees will ensure IRB approval, if needed
- Awards will be announced **May 13, 2013**
- One-half of the funding will be released **May 20, 2013**; the remaining half will be released at the fulfillment of the project

**Timeline:**

- March 4, 2013 – Request for proposal announced to campus
- March 22, 2013 – letter of intent due to CERTI office
- April 15, 2013 – Full proposal due to VPAA office
- May 13, 2013 – Awards announced
- May 20, 2013 – First half of funding released
- Upon completion of final project report, but not later than Aug. 31, 2014 – second half of funding released

**Final report:**

The final report for the project will be due **Aug. 31, 2014**, to the Vice Provost for Academic Affairs and should include:

- Cover sheet
- Summary
- Purpose of project
- Methodology
- Results
- Conclusion/Future Implications/Plans for Further Dissemination

**Evaluation Rubric for Educational Research Mini-Grants, Missouri S&T**

**Project Importance**

- Does the issue/problem address an important S&T teaching and learning issue?
- Is the issue/problem clearly stated?
- Is the importance of the issue/problem stated?
- Are other S&T faculty likely to access and use the results? Why?

**Alignment with Focus Areas**

- With which of the mini-grant focuses is the project aligned?
- Does the proposal describe how the project is aligned with the focus(es)?

**Project Scope & Impact**

- How many current and future students will benefit from the project? *(estimates OK)*
- How many faculty are directly involved in the project?
- How many current and future S&T faculty will benefit from the project?
- How will S&T students’ learning be impacted?
- How will S&T teaching be impacted?

**Project Description & Feasibility**

- What are the expected objectives for students and/or faculty, i.e. what will change?
- What are the intended outcomes/products?
- How will the objectives be met?
- What are the major activities?
- Who will perform the activities?
- What are the major benchmarks and deadlines?

**Budget**

- Is each budget item clearly associated with a specific project activity?
- Do the budget items contribute to the successful completion of the project?
- Are the amounts clearly explained and based on expected costs?

**Evaluation**

- How will the project document its success?
- What evidence will be produced to show that the objectives have been achieved?
- Is the evidence directly linked to the project objectives?

**Communication and Dissemination of Results**

- How will the results of the project be publicized with others at S&T who might benefit?
- How will the results of the project be publicized beyond campus?
- Are these methods for sharing information likely to reach interested faculty?