CONFERENCE DEVELOPMENT GRANT PROGRAM
Guidelines for Spring 2019 Events

The UW-Parkside Teaching & Learning Center (T&LC) offers support for programs that promote cooperation and exchange among faculty and instructional staff, are focused on effective and innovative teaching to enhance student learning, and promote academic quality.

WHAT KIND OF PROGRAMS

Programs are typically workshops, presentations, or mini-conferences on teaching-related subjects. Other commonly funded projects include meetings of faculty or staff in a particular discipline to discuss teaching issues raised by that discipline. Often groups invite guest speakers to give presentations as part of their program. The grant funds are intended to support guest travel, materials, and some expenses incidental to the funded event; these are not intended to provide travel for individual faculty members. Awards may range up to $800.

WHO CAN PARTICIPATE

Programs vary greatly in size and scope; they may be limited to members of a particular department, include faculty and instructional staff from a range of departments, nearby campuses, or expand to invite participants from across the state. Conference Development Grants can also fund teaching-oriented meetings of regional or state-wide discipline-based groups whose membership includes some non-UW System faculty. Faculty and instructional academic staff can apply for a Conference Development Grant. The audience for the proposed activity should be comprised of faculty and instructional academic staff. For further grant information and assistance, please contact Jim Robinson, at 595-2068 or tlc@uwp.edu.

SELECTION

A CoTL sub-committee will review and select the programs to be funded. Proposals for Conference Development Grants are reviewed according to the following criteria:

❖ The objectives and content of the proposed activity should be clearly stated.

❖ Priority will be given to proposals related to promoting the Scholarship of Teaching and Learning (broadly defined) and the improvement of teaching and student learning, as opposed to proposals related to course redesign and curriculum development.

❖ Priority will be given to activities that connect to larger institutional initiatives including: assessment, high impact practices, inclusive excellence, and student engagement/persistence.

❖ Priority will be given to activities that further explore topics that allow faculty to share results of previous grant-funded projects with colleagues.

❖ Priority will be given to proposals which encourage wide interaction, reaching many faculty and academic staff.

❖ Priority will be given to activities where the guest speaker is from within the UW System as opposed to activities that require a speaker from outside. Applicants are asked to provide reasons for selecting a speaker from outside the UW System.

SUBMITTING PROPOSALS

Use the attached form to submit proposals. We request that submissions be limited to the application form provided. Submit your proposal via email to tlc@uwp.edu by **October 19, 2018** for events taking place between **January 1 and May 10, 2019.** Award notification will occur before the end of the fall semester.

REPORTING

A brief summary report of the program is due in the T&LC office by **June 28, 2019**. In this report indicate how goals were met and explain the disposition of your budget. Failure to file this report will result in the loss of eligibility for future T&LC grant opportunities.