

ACP CURRICULUM DEVELOPMENT GRANT GUIDELINES

Purpose: To provide funding for faculty to create an innovative new unit/course/program, or to significantly enhance an existing one. Interdisciplinary collaborative projects are strongly encouraged. The new unit/course/program, when put into practice, should facilitate a high level of student engagement in the learning process.

- A. **Grants:** The ACP/CAS Curriculum Development Awards Committee will fund selected proposals from \$300 to \$3,000. The Committee will consider the appropriateness of the budget and may award less than the requested amount.
- B. **Curriculum Development Grants:** CDGs were established to support the development of novel new units/courses/programs that will continue to have a lasting impact at the partner institution. They may include units/courses/programs that are new to your campus or significant revisions to existing units/courses/programs that are not funded from other sources. Projects should be self-sustaining after initial implementation.
- C. **Eligibility:** Eligible applicants are full-time faculty at an ACP partner high school and at least one of the applicants must be a current ACP instructor. Funds must be expended within two years of the award date. Collaboration across disciplines is encouraged.
- D. **Restrictions:** Only one application per ACP instructor will be considered.
- E. **Deadlines:** Proposals must be submitted through the IT drop box at <http://www.umsl.edu/dropbox>. Once on the site, login with your SSO ID and password. Simply enter the email address: burnska@umsl.edu, browse for the file and click submit no later than 5:00 PM on February 15, 2015.
- F. **How to Apply:** Complete applications should be submitted as one continuous PDF document with supporting materials titled and organized in the following order:
 - 1. Completed and signed ACP Grant Proposal Cover Page.
 - 2. Proposal Narrative – no longer than 5 pages – addressing the following:

- i. What is the project intended to accomplish (objectives, significance, outcomes)?
 - ii. What steps will be taken to develop the unit/course/program?
 - iii. What activities/methods are planned in order to achieve the project's objectives?
 - iv. What qualifications do you bring to the position as the grant director?
 - v. What previous curriculum work have you participated in? What resulted from those projects?
 - vi. What professional development activities have you participated in during the last several years?
 - vii. What anticipated impact will your project have on student learning?
3. Description of what the unit/course/program will look like via a unit plan or syllabus.
4. Detailed budget and budget justification. Include all items necessary to complete the project, including, but not limited to texts, personnel assistance, guest speakers, consultants, etc.
5. Two letters of support addressed to ACP/CAS Curriculum Development Awards Committee. One letter should be from the head principal and one from district level personnel such as a curriculum coordinator, assistant superintendent or the superintendent.
6. Current curriculum vitae(s) or resume(s) of all participants.
7. Send completed resume to:

ACP Curriculum Development Grant
UMSL
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