## Peabody Small Grant for Instructional Improvement

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<th><strong>Award Amount:</strong></th>
<th>Up to $10,000 with expected average of $5,000 to $6,000.</th>
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| **Timeline:**     | · Submission Deadlines: October 16th, 2015; March 25th, 2016  
                    · Award Announcement: November 20th, 2015; May 6th, 2016 |
| **Goals:**        | · To support initiatives to improve the quality of instruction in one or more areas at the undergraduate, professional, or graduate student level.  
                    · To encourage the development and demonstration of instructional innovations that can be replicated throughout Peabody College.  
                    · Preference will be given to those who have not previously received an award. |
| **Eligibility:**  | All full-time faculty may apply; group applications are encouraged.  
                    Preference will be given to projects that:  
                    · Incorporate instructional approaches or techniques not already in use at Peabody College.  
                    · Lend themselves to replication or adaptation in other Peabody programs.  
                    · Include an assessment of the effects of the innovation. |
| **Submission Content:** | *Cover letter* that discusses prior instructional grants you have received and either a copy of the final report or a brief accounting of resulting activities (1-2 pages).  
  3-4 page proposal with the following information (*single-spaced, Times New Roman 1” margin)*:  
  · Goals of the proposed innovation and what will be accomplished.  
  · What the funds will provide to those involved in the project.  
  · How the project fits with the curriculum of the department(s).  
  · The potential impact of the proposed instructional innovation.  
  · In no more than a page, list the activities and timeline for the project.  
  · Describe the activities and responsibilities of project staff.  
| **Budget**        | List expenditures by category (equipment, graduate assistant salary, supplies)  
                    Tie each expenditure to specific project activities  
                    Faculty summer salaries may not be funded by instructional improvement grants.  
                    Dissemination  
                    Describe how the findings of the project will be disseminated to Peabody faculty. |
| **Procedures:**   | Submit an electronic version of the application documents to david.dickinson@Vanderbilt.edu by with a copy to your department chair. Your Chair does not need to write a support letter unless more than one application will be submitted by a department. In that case the Chair needs to send a letter of support for the proposal to the Associate Dean. Please notify your Chair in advance if you plan to submit one of these proposals.  
                    · A brief final report is due one year after the funds are received. You will be notified about the outcome of your application via email.  
                    · A 1-page final report is due one year after the funds are received.  
                    · Direct questions to David Dickinson, Associate Dean by email or at 343-4792. |