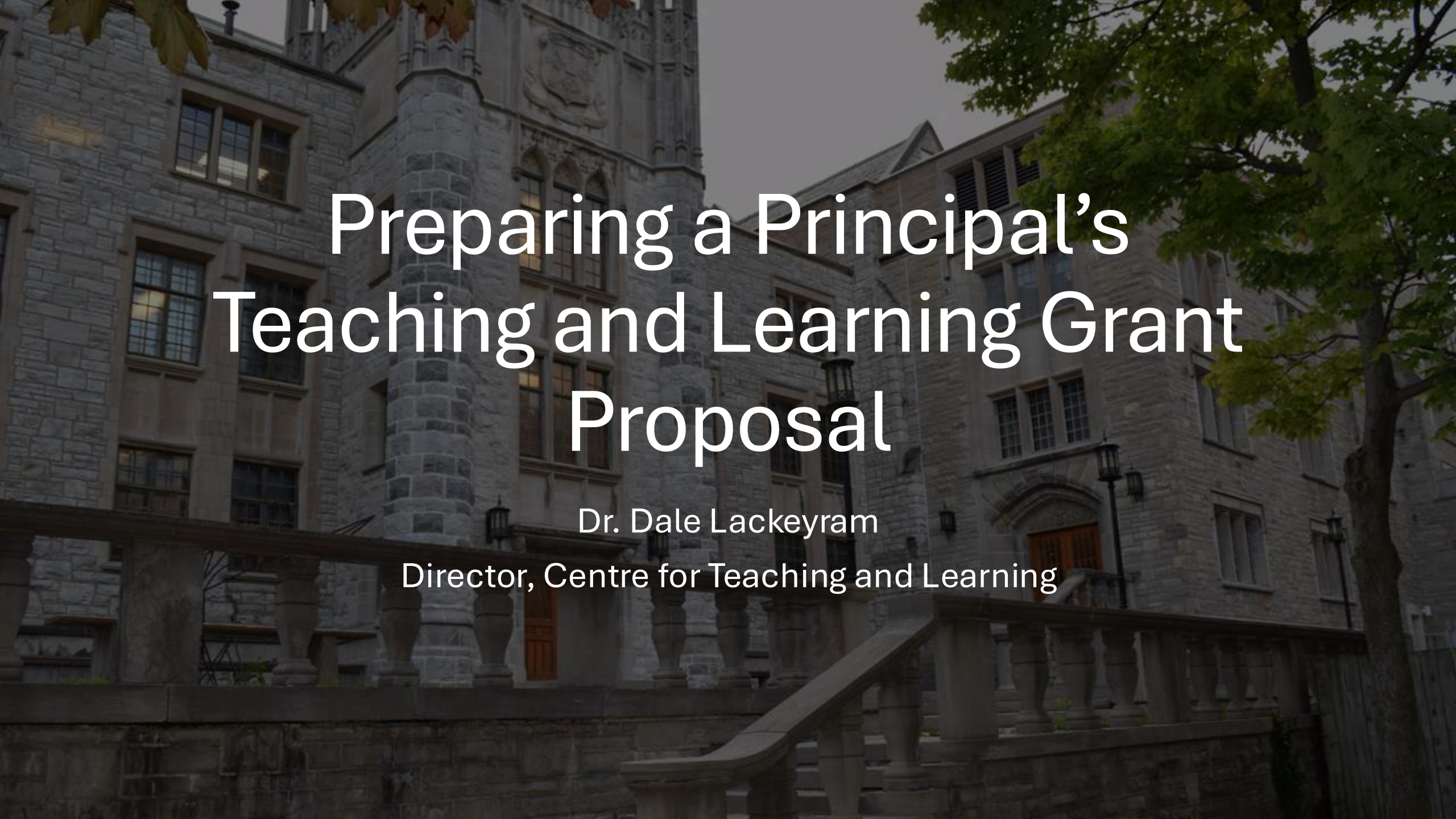


# Preparing a Principal's Teaching and Learning Grant Proposal

Dr. Dale Lackeyram

Director, Centre for Teaching and Learning

# Overview



Focus and Purpose of the Grants



Discuss criteria and application process



Tips on crafting a strong proposal

# Purpose and Focus



Advances the Queen's Strategy, the UN Sustainable Development Goals and excellence in teaching and learning



Allows for funds to develop novel and innovative undergraduate student learning experiences in CORE courses across ALL YEAR LEVELS



Focus on creating sustainable experiences that demonstrate meaningful impact on student learning

# The Criteria & Responsibilities

Rubric (Word doc)

Responsibilities

Final Reporting

# The Proposal

Proposal Text (web form)

Proposal Timeline (Word template)

Proposal Budget (Excel file)

# Resources

Principal's Grants Website

ctl@queensu.ca

# Criteria and Responsibilities

Rubric (Word doc)

Responsibilities

Final Reporting



**Proposals are evaluated on 7 key criteria (rubric) by committee with pedagogical and subject matter expertise**



**Before crafting your proposal, please examine:**

The proposal criteria details (rubric)

Responsibilities of Grant Holders

The final reporting expectations



https://www.queensu.ca/ctl/awards/principals-teaching-and-learning-grants

# The Proposal

Proposal Text (web form)

Proposal Timeline (Word template)

Proposal Budget (Excel file)

# Resources

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# The Proposal Text

Proposal Text (web form)

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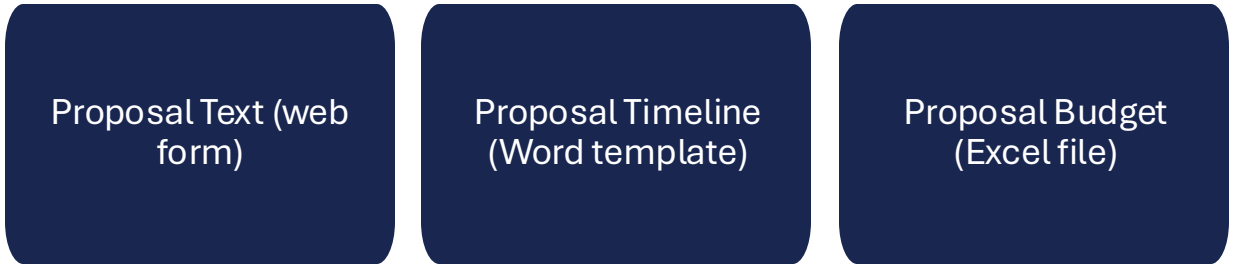
- This is submitted as an online form where you respond to the Grant Description points (Apply for the Grant – on the Website)

- Tip – Focus from the broader context to more detailed activities in your proposal to avoid repetition.

# The Proposal Timeline

- Project duration is typically 1 year
- Documents a timeline line of the broad activities (including the intended delivery of the experience in the course) along with project wrap-up and evaluation.
  - This is uploaded as a word document

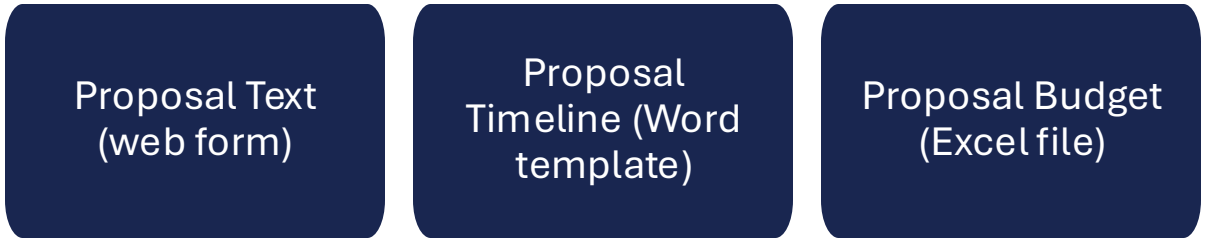
- Tip – be succinct about activities – the committee will be looking for projects that come to completion within that 1-year timeframe.



# The Proposal Budget

- Grants are available up to a maximum of $10,000
- Budget files are uploaded as an excel template

- Tip – information from your budget file should help inform the narrative on how you plan to make this effort sustainable in the future



# Resources - Website Overview

Principal's Grants Website

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# THANK YOU!

We look forward to receiving your amazing proposals soon!