**Faculty Mini-Grants**

This initiative seeks to direct assessment funding back toward faculty in order to reward faculty ownership of assessment, as well as provide resources to help faculty engaged in assessment transform their data into deliverables.

The existence of these mini-grants ($500-$5000) was announced at the university-wide faculty conference on August 17, 2011, directing interested faculty to find the application on the assessment website.

Mini-grants will be available on a rolling deadline. The Office of Student Learning Outcomes wanted to avoid restricting the specific projects for which these grants might be used, preferring to support ongoing work in assessment to help move it from collection to analysis, dissemination, improvement, and follow-up assessment, recognizing that our existing funding for faculty projects does not generally support assessment research.

Some of the uses for which we imagine these funds could be used would include

* sending key faculty who would be involved in general education reform to conferences where they may learn more about specific reform initiatives
* offering incentives to stakeholders such as advisory board members, assessment committee members, and student participants to increase participation in assessment in key areas
* purchasing software packages to enable raw data to be transformed into usable assessment reports and displays of findings
* publicizing assessment findings
* increasing awareness of mission and goals
* transforming assessment findings into publishable research which faculty can use for PRT
* implementing program changes resulting from assessment data and findings
* designing surveys and other assessment tools
* purchasing standardized assessment instruments

We feel sure creative faculty will propose uses we can’t even imagine, and we wanted to allow room for flexibility in making these awards. Therefore, our only conditions (other than vetting them for impact and feasibility) are that the awards advance the purposes of assessment at our university and that requested funds not be available from other sources such as department or college funds.

**Application for Faculty Mini-Grant**

Applicant’s Name:

Department: College:

Contact email: Contact phone number:

General description of project:

Amount requested:

1. Describe in a paragraph how these funds will be used to promote or advance assessment at Arkansas State University.
2. Explain why this request cannot be funded through other means (i.e. department or college budget, ORTT, etc.)
3. Budget (how these funds will be spent)
4. If this is not an individual project, list names of other faculty/staff involved.
5. What is your goal and how will you know if this goal is achieved?
6. When do you need these funds?

By submitting this application, I understand that my chair and/or dean may be consulted as to their endorsement of this project. I further understand and agree that by accepting any funds I am agreeing to submit brief narrative report, along with any specific instruments created through these funds, by the due data indicated on my award letter.

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 Signature

Submit this application electronically to jwelsh@astate.edu. The subject line should read mini-grant application

For Office Use:

Date Received: Decision: Date of Award Notice: