

COURSE ENHANCEMENT GRANTS FOR SPRING SEMESTER 2023

The Office of Academic Affairs invites applications for Course Enhancement Grants for the spring 2023 semester to support faculty in enriching the content of existing courses through special events, invited guests, or other means to enhance the student experience in or outside of the classroom. Course Enhancement Grants will provide up to \$1,000 and may be combined with other funding sources.

Examples of Course Enhancement Grant proposals include: hosting visiting artists/designers/scholars/activists/practitioners for an in-class lecture/critique; creation of, or participation in, a public event on or off-campus provided that the course receives a defined benefit from the event; field trips; access to specific facilities or technologies.

Desired outcomes include:

- single-instance activities that significantly enrich the learning experience for our students
- an increase in the diversity of identities, concepts, or practices represented in the current curricular content and/or the field

Eligibility: Full-time faculty, full-time visiting artists, and part-time faculty teaching in the degree programs are eligible to apply. These grants are intended for pre-existing courses only. New courses that require funding resources must be requested via the [New Course Proposal](#) process.

SAIC faculty who are eligible to apply for a course enhancement grant must be in compliance with SAIC required trainings and have fulfilled credential documentation requirements.

The following restrictions apply to all Course Enhancement Grants:

- Grants are one-time support, not ongoing commitments
- A grant must benefit an entire class, not an individual student or subset of students
- The supported activity must take place during the regular semester that the course is offered
- Grants may not be used for entertainment or social events

Awards: Course Enhancement Grants will provide up to \$1,000 in funding. Please note the following award considerations when applying:

- Dean's Office will support honoraria for outside artists/designers/scholars/activists/practitioners for \$200. If the request for honoraria exceeds \$200, the difference may be supplemented by the department budget, if funds are available.
- The number of visitors/events per course is limited to 3 total. (*ex: 2 visitors and 1 event / 1 visitor and 2 events / 3 events / 3 visitors*)
- The number of applications awarded per academic year per faculty is limited to 2. (*Academic year includes fall, winter, spring, and summer.*)

APPLICATIONS ARE DUE ON OR BEFORE THURSDAY, JANUARY 19th, 2023.

TO APPLY, complete the [Course Enhancement Grant Form](#).

You must be logged in to your SAIC email account to complete the form and apply. If you have any technical difficulty, including problems accessing the form, please contact the CRIT Helpdesk by calling 312.345.3535 or crithelpdesk@saic.edu. The form can also be accessed by pasting the link below into your browser:

<https://forms.gle/twdt6CPyBTf7G XKu8>

Please convert all word documents into PDFs before uploading. Required files to upload include:

One-page proposal that addresses the use of the grant funds and the proposed outcomes of the activity in relation to the course content; detailed budget information; course syllabus; course evaluations; and any other support materials and/or documentation as needed.

All Course Enhancement Grant proposals are reviewed as they are submitted and awarded by members of the Dean's Selection Committee. **Incomplete proposals will not be considered.**

Notifications of awards will be emailed to the recipients, their department chairs, and their administrative directors by February 9th, 2023.

Questions about Course Enhancement Grants and the application process can be directed to Maya Gopalan, Assistant Director of Academic Administration, at mgopalan@saic.edu.

****Effective in AY2022-23, Course Enhancement Grant applications for academic year 2022-23 will be accepted twice per academic year—prior to the fall and the spring semester.**