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**APPLICATION FORM
Provost’s Teaching and Learning Enhancement Grants (TLEG) 2024/25**

**Submit proposals to:** Christian Cook, Academic Director, ADC, clcook1@mtroyal.ca
**Deadline for submission:** **Wednesday, May 22nd, 2024 (4PM)**

**Application Details**

| Faculty and Department:  |  |
| --- | --- |
| Faculty Member Name: |  |
| Course Name and Code: |  |
| **PLEASE PROVIDE A BRIEF DESCRIPTION FOR EACH OF THE FOLLOWING ITEMS** |
| What are your goals/intended outcomes for your TLEG project?  |  |
| Please provide a brief (<250 words) overview of the teaching and learning literature where this topic is situated.  |  |
| What support, if any, do you need from the Academic Development Centre?  |  |
| How will the innovation be sustained beyond the term of the grant?  |  |
| How will you assess the impact of the project? (Where possible, please include consideration of the potential for impact beyond an individual course.) |  |
| Itemized budget (up to $5,000)(For each proposed budget item, include a brief description and rationale. All proposed travel must comply with [MRU travel & expense policy and procedures](https://www.mtroyal.ca/Applications/PoliciesAndProcedures/view/1-yccLgNg5Fo9FdONwb9S2ECenUGRMToZ)).  |  |
| Please provide an outline of the project milestones (over the 2024/25 academic year).  |  |
| If you intend to engage a student assistant, briefly explain their major responsibilities as planned.  |  |
| Please describe the alignment of this project with departmental, faculty, or institutional strategic priorities.  |  |
| As the applicant(s), are you willing to share your TLEG outcomes openly (for example, sharing project items through a Creative Commons license)? | * Yes, I would be willing to make my TLEG outcomes openly available, where possible
* I’m not sure, I would like to learn more
* No, not at this time
 |

**Chair Comments**

| **Please comment on the following:*** goals of the proposed project
* potential impact
* sustainability beyond the grant window
* alignment with departmental, faculty, or institutional priorities
 |  |
| --- | --- |
| **Chair Name:** |  |
| **Chair Signature:** |  |
| **Date:** |  |

**Dean Signature**Please sign to indicate awareness this proposal has been submitted. Please feel free to add any comments as well, though this is not required.

| **Dean Signature:**  |  |
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## Thank you!

Thank you for your interest in the Provost’s TLEG Program and for taking the time to complete a proposal.

An adjudication committee will review proposals and notify applicants of their decision by **Friday, May 31st, 2024**.