Applied Learning Recovery Grants

The Office of Applied Learning, Center for Teaching Excellence (CTE), and Undergraduate Studies are supporting the immediate implementation of applied learning projects in the Fall 2018 semester. The applied learning project may be used to make up for lost instructional time because of Hurricane Florence.

Eligibility:
1. All UNCW Faculty and Instructors, including full-time or part-time status and GTAs of record, teaching in Fall 2018.

Fund Availability:
1. Up to $500.00 is available per project for supplies, materials, and stipends to support applied learning projects. Requests for food and drink must be tied meaningfully to discipline standards and project objectives, and will be reviewed with additional attention due to funding limitations;
2. These funds must be expended in their entirety by no later than December 15th 2018. If you order supplies, this means that all supplies must be received and receipted by December 15th 2018;
3. Funds are not transferrable to other projects and will not roll over into the next academic semester.

Application Instructions:
In no more than 200 words, provide a narrative that addresses each of the following components:

- describe your applied learning project,
- discuss how this project will address the challenge of making up lost instructional time due to Hurricane Florence, and
- Explain how these funds will help to enhance UNCW students’ learning and benefit the campus and/or local community

Additionally, include a budget table (see example below) that details each item requested, its cost, and provide an explanation of how it would support the implementation of your applied learning project in Fall 2018.

All applications will be accepted on a rolling basis, beginning immediately, and applications will be reviewed as they are received. Applicants will be notified of their funding status within 5-7 business days of confirmation of the application’s receipt. All applications must be emailed to ETEAL@uncw.edu.

Recovery Grant Assessment: Awardees will provide two assessment products to ETEAL@uncw.edu: An instructor reflection and a final reflection from each student taking part in the project. Upon award, you will receive a list of reflective prompts to follow both in your instructor reflection and in your student’s Final reflections. Both reflections should be approximately 500-600 words.

Critical Reflection is a best practice in experiential education and applied learning and the reflections your students complete as part of this project may be considered as a source of instructional time.
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Budget and Funding Guidelines:
1. Recovery Grant funds typically cannot be used for:
   a. Course buy-out
   b. Travel for non-UNCW employees or non-UNCW students
   c. Travel to conferences or events that occurs after the semester of your project’s implementation.
   d. Stipends or salary for non-UNCW employees or students
   e. Any supplies, materials, or items that will be given away or will not remain in UNCW’s possession
   f. Certain types of performances, tours, and ticketed events
This is not an exhaustive list and if you have any questions about whether any of your budget items would be permissible or not, please contact ETEAL@uncw.edu.

Keep in mind that if you request items such as food and drink, you must provide a clear explanation as to how those items are tied to the applied learning that will take place in your project.

Budget Instructions:
You will need to fill out a budget table (example below) describing each item you are requesting, clearly stating its justification and link to the applied learning activity(ies) proposed. If you have any questions about the budget or about which items to include, please contact ETEAL@uncw.edu.

Sample Budget Table

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<th>Item Request</th>
<th>Explanation &amp; Justification</th>
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Total Amount Requested: