



**2014-2015 Course Development Grant Program Application**

**A. Applicant Information**

Applicants must be full-time faculty members.

Name:

Department:

Email address:

College/School:

**B. Course Information**

Courses must be in the current TTU course inventory (i.e., approved to be offered at TTU under their own course number). Courses that have not been approved by Academic Council are not eligible for this award. Courses previously approved for online delivery are eligible for this award.

1. Please enter course prefix, number, and title for the course you would like to develop for online delivery:

Course Prefix	Course Number	Course Title

2. Why have you selected this course for redesign/development as a blended, online, or regional site course?

3. What is typical enrollment in currently offered face-to-face sections for this course?

4. What is anticipated enrollment for this online or regional site course?

5. Will both delivery methods be offered when the course gets redesigned? Yes No

6. Is this course part of an online or regional site degree program? Yes No

7. Is this course on the inventory of core courses? Yes No



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### D. Budget

Projects may be funded **up to \$5,000** per course. Funds may be used to pay wages to students that will assist with the development of the course or for faculty salaries during summer months. All funds must be used **during FY 2015** and must be spent **before August 31, 2015**.

**11.** How will the funding for this project be used? (List amount per item.)

Budget Item	Amount

**Total Amount Requested:**

### Administrative Contact Information

Within your department, please enter the name of the individual(s) who manage(s) payroll accounts and purchasing:

First Name		Last Name	
E-Mail		Phone	

### Department Chair Contact Information

Please provide the name and contact information for your department chair:

First Name		Last Name	
E-Mail		Phone	

### E. Requirements

All applicants who are funded through the Course Development Grant Program agree to:

- Attend an orientation session before the end of **Spring 2015**.
- Participate in three eLearning sponsored sessions during the **2015** spring and summer semesters. (There will be many dates from which to choose)
- Submit a course development plan by **March 1, 2015**.
- Submit course development status report by **June 1, 2015**.
- Expend funds by **August 31, 2015**.

**Please note: This course will be redesigned/developed based on the TLPDC rubric, PGP, and ADA accessibility guidelines. These requirements must be met prior to the release of all of the grant funds.**

*By submitting this form you indicate you understand the requirements for participation in the Course Development Grants Program and that if you are unable to fulfill them, funds for your project may be withdrawn. Instructions for submitting the application appear on the following page.*

**F. Submitting the Application**

After completing the application, please sign, save, and send as an attachment to [eLearning@ttu.edu](mailto:eLearning@ttu.edu) no later than **November 1, 2014**.

Notification of awards will be made no later than **December 1, 2014**.

***Note:** Proposals submitted become public information and the information in them may be published in various TTU documents, including publishing abstracts and/or the complete text of proposals on TTU's website. If the author of the proposal considers the information contained in the submission proprietary or sensitive, a request not to publish the proposal must accompany the proposal form.*

**Digital Signatures**

<b>Applicant Signature</b>	<b>Department Chair Signature</b>
<b>Date</b>	<b>Date</b>