

2009-2010
Indiana State University
College of Nursing, Health, and Human Services

Focus Indiana
Health Care Departmental Initiatives
Grant Program

This project is part of *Focus Indiana*, a program funded by the Lilly Endowment with the goal of increasing economic opportunities for college graduates in Indiana. Departments and individual faculty will be invited to apply for funding to create course-based experiences that provide new opportunities for students to interact with health care professionals and complete academic projects in health care settings.

Selection

Awards ranging from \$500 to \$8,000 are available to assist individual faculty and staff in development of community-based health care learning experiences that are embedded in single or multiple courses. Applicants may participate in as many proposed projects as desired but may serve as project director on only one proposal per funding period. If there are multiple submissions from one department, then the department chair may be asked to prioritize them.

Use of Funds

Funds may be used for:

- Supplies and materials that are required to implement a service project.
- Transportation costs associated with the project.
- Curriculum materials that are directly related to the proposed project.
- Postage, copying, and advertising costs
- Awards for student participants in competitive projects.

Funds may not be used for:

- Faculty research projects.
- Student research projects that do not have a community-based focus.
- Instructional stipends or faculty release time.
- Faculty travel, unless the faculty member is accompanying students.
- Faculty professional development activities.
- Projects that do not contribute to quality of life in the State of Indiana.
- Salary or wages.

Review of Project Proposals

1. Does the proposal fit the program criteria as outlined under the Selection section above?
2. Is the project clearly related to liberal learning?
3. Are proposal objectives and outcomes clearly specified for faculty, students and/or the community? Is the project sustainable beyond the period of funding?
4. Are assessment measures for the success of the project clearly identified?

Proposal Submission and Notification of Awards

Submission date for the proposal is Wednesday, September 23, 2009, by 4 PM to room C31 in the Arena. **Three copies** of the proposal materials described below must be submitted. Applicants will be notified within three weeks of the due date.

Project Management

All ISU supported projects are administered in accordance with established University fiscal procedures and research policies. These include all travel regulations, policies relating to the protection of human subjects, and policies related to intellectual property rights. Equipment and computer software purchased through faculty development money become the property of the University, earmarked for the individual's use while at the institution during the time the project continues.

All support for projects under the current announcement is awarded for the fiscal year 2009. Funds must be expended by June 30, 2010 unless other arrangements have prior approval.

A final report describing the project outcomes and detailing the number of students involved and their level of participation/benefit must be submitted to Dean's office at the conclusion of the project. All publications and presentations based upon the funded project must acknowledge the assistance of the Indiana State University Office of the Provost and Vice President for Academic Affairs.

What to Submit

To facilitate and expedite the review of proposals, we require that proposals be submitted in the following format. Proposals that are inconsistent with these instructions will not be considered. Particular attention is given to proposal length, content and formatting. Please use 12-point font size.

- I. Cover Sheet
- II. Abstract - Provide a short abstract describing the project (250 words maximum), highlighting the project's purpose, outcomes, significance, methods and means of evaluation.
- III. Project Description (2 pages maximum) – Describe the project in detail, using the following outline as a guide. Please write the narrative in clear, direct language, avoiding jargon and acronyms when possible:
 - A. Background – Including role of community partner in project development.
 - B. Objectives and Sustainability
 - C. Project Description – Including description of how the project supports liberal learning.
 - D. Assessment
- IV. Proposed Budget and Budget Justification
On a separate sheet, please provide an itemized, proposed budget. The maximum funding available per project is \$8,000.

- V. Current Vita(e) of Grant Applicant(s) (2 pages per applicant)
- VI. Institutional Review Board Approval. If your project includes research involving human participants, you must receive Institutional Review Board approval before any funds will be released to support your project. A copy of the Institutional Review Board approval must be sent to the Dean's office. (Curriculum innovation and measures of its assessment do not constitute such research.)