ISU Business Engagement Center
Experiential Learning and Business Engagement / Entrepreneurship (ELBEE)
Mini-Grants RFP

Eligible Applicants

Regular and temporary faculty are eligible to apply. Temporary faculty must hold a faculty or staff appointment during the entire grant project period.

Purpose

Grants may be used to:

- Design and implement an experiential learning course or professional experience, with preference to those initiatives that will become self-sustaining beyond the initial funding period;
- Develop experiential learning and business engagement/entrepreneurship as a regular part of academic content and expectations for students across departmental curricula;
- Develop and implement plans in support of departmental coherence for engagement in scholarly and public service activities;
- Extend or enhance an experiential learning course or professional experience.

Grants funded through the Experiential Learning and Business Engagement / Entrepreneurship (ELBEE) program must meet one, or more, of the criteria listed above AND include an Indiana based business partner. Faculty are encouraged to submit grant proposals that focus on business engagement and entrepreneurship from a variety of perspectives, including small business starts, student led business ventures, business engagement class projects geared to assist in cultural, historical, economical, or social challenges. Our aim is to engage students and faculty from a wide range of disciplines in this program.

Selection

Awards ranging from $200 to $3,000 are available to assist individual faculty and staff in development of single or multiple course proposals or experiences. Applicants may participate in as many proposed projects as desired but may serve as principle investigator (PI) on only one proposal per funding period. If there are multiple submissions from one department, the department chair may be asked to prioritize them. Grant proposals should specifically address one or more of the following aspects of Indiana State University’s business engagement mission and commitment to experiential learning:

- Service-learning;
- Applied research that addresses business needs;
- Business-based research that addresses issues defined in collaboration with community partners;
- Curricular and co-curricular change to embed active learning strategies such as problem-based learning;
- Undergraduate and graduate student involvement in scholarship;
- The scholarship of engagement.
Use of Funds

Funds may be used to:

- Support student involvement in meaningful business research and/or creative activities with a faculty member.
- Support department members for professional development and acquisition of teaching materials related to experiential learning and/or business engagement;
- Prepare curricular materials;
- Provide training and technical assistance, including disciplinary-focused speakers and workshops on experiential learning and business engagement / entrepreneurship.

NOTE: Travel to professional meetings will not be funded through these grant programs.

The Business Engagement Center is particularly interested in funding projects that provide student support to participate in learning experiences and business engagement, especially entrepreneurial projects in the Wabash Valley region.

Proposal Submission

One electronic copy must be submitted to heather.miklozek@indstate.edu and one print copy of the proposal materials described below must be submitted to the Business Engagement Center, located in the Myers Technology Building, Suite 003.

1. ELBEE Routing Form
2. ELBEE Proposal
3. ELBEE Proposed Budget Sheet
4. Current vita(s) of grant applicant(s)
5. Institutional Review Board approval if needed (see http://osp.indstate.edu/irb/home.html.)

Project Management

The maximum funding available per project is $3000, summer stipends cannot exceed $2000. The applicant(s) must demonstrate that all salary and wages requested are necessary and directly related to project activities. Applicants must include deductions for FICA (7.65%) for all faculty, staff and student hires in their budget totals.

Money awarded may not be spent on items prohibited by state law (e.g., gifts for project participants, etc.).

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.
**Timetable**

Applications for these mini-grants are accepted throughout the year and are due by the 15th of each month. Applications will be reviewed within four weeks of submission.

**Final Report**

A final report describing the project outcomes and detailing the number of students involved and their level of participation/benefit must be submitted to the Business Engagement Center at the conclusion of the project. All publications and presentations based upon the funded project must acknowledge the assistance of the Lilly Endowment and the Indiana State University Business Engagement Center.