APPLICATION FOR
INSTRUCTIONAL ENHANCEMENT GRANT

Name(s) of Applicant(s) ___________________________________________ Date: _______________

College: ___________________________ Department: ___________________________

MTSU Phone: __________ MTSU Box: _____ Email Address: __________________________

MTSU start date: _______________ Tenure-track _____ Tenured _______ Year tenured:_____

I. PROJECT DESCRIPTION (including statement of objectives, methods, and timeline):

II. DISCUSSION OF BENEFITS OF THE PROJECT:

A. TO THE FACULTY MEMBER

B. TO THE UNIVERSITY

BUDGET:

I have received funds from this committee within the last one or two years.
(Check one)____No____Yes If yes, Academic Year _______
List other grants applied for this academic year:

<table>
<thead>
<tr>
<th>Committee Amount</th>
<th>Department Amount</th>
<th>Other Source (specify)</th>
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A. **Salaries**  
(itemized)

B. **Travel**  
(itemized)

C. **Equipment**  
(itemized)

D. **Supplies and Expenses**

1. Telephone
2. Postage
3. Print/duplicating
4. Art and office supplies
5. Media production
6. Instructional materials and software
7. Rental of equipment
8. Other  
(itemized)

E. **Miscellaneous**  
(Please explain.)

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**Total Funds Requested**  
(A+B+C+D+E)

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F. Additional Explanations (if applicable) of budgeted items shown above.

SIGNATURES:

Applicant: ______________________________ Date: _________________

Department Chair: __________________________ Date: _________________

College Dean: ____________________________ Date: _________________

Committee Recommendation:

________ Full Funding _______ Partial Funding ________ Denied

Total Funds Approved: ______________________________________________

Comments: _______________________________________________________

_________________________________________________________________

_________________________________________________________________

__________________________ Date: ________________
Chair, Instructional Enhancement Committee

__________________________ Date: ________________
Vice Provost for Faculty Affairs

Updated on February 19, 2019