



Small-Project Funding Application Guidelines

Purpose

The funding for these projects comes from the Kuyers Institute. This fund is available on a year-round basis to support smaller faculty efforts that do not involve an instructional course release.

Funding Criteria

Monies from the Kuyers Institute will be awarded throughout the year. Faculty members may apply for up to \$2,000 in resources for activities such as the following:

- Resources for a short-term faculty study group on an education topic, using education-themed articles and books (up to \$400; see the reading-group proposal form for larger scale reading groups).
- Supplementary travel funds to attend a conference focused on educational research and scholarship that has Kuyers Institute mission-related outcomes.
- Travel expenses associated with specific research on education that would directly benefit the mission of the Kuyers Institute.
- Employment of a student research assistant for projects related to Christian teaching and learning (normally a \$500 grant).

Process

Applications for funding from the Kuyers Institute should be sent to Dr. David Smith, Director, located in Spoelhof Center 391. Applicants will receive a response within two weeks of the request. Normally, funds will be awarded as reimbursement (original receipts must be turned in for proper documentation). Recipients must also submit a one-page post-project summary to receive reimbursement.



Small Project Funding Application

Name: _____ Department: _____

1. Project description (please include the time frame)

2. List the project goals

3. Project budget (see guidelines)

Signature

Date

Signature of Department Chair

Date

**Please submit completed applications to Dr. David Smith, Director
Spoelhof Center 391**