

HCC Exceptional Faculty Grant Guidelines

2011-2012

The HCC Foundation accepts applications for funding for Exceptional Faculty Grants.

Guidelines for all Applicants:

- All full-time and part-time faculty members are eligible to apply for these grants. These grants are intended to support projects that promote student learning and should emphasize innovative approaches to teaching and learning.
- Each grant application should:
 - include a narrative explaining how the project will benefit students, the College, or the community
 - identify the participants on the project
 - include a proposed budget (a budget form is included in the application)
- **Awards are \$2,000 or less and are dependent on available funds**
- *Grant applications must be received in the HCC Foundation office no later than 4:00p.m. on January 13, 2012.* Funds are available between the times of notification and up to one-year after the notification date. Funds must be expended within a one-year period of time of the date of issue. The individual must be a continuous employee of Highline Community College during the period of the grant.

Additional Guidelines:

Grant recipients will:

- Upon completion of the project, submit a brief report including a description of the impact of the project on teaching and learning
- evaluate and share project results with appropriate audiences, including the HCC Foundation and the Trustees
- Scoring considerations to be used by the committee will include:
 - Project involves an innovative approach to teaching and learning
 - Project promotes student learning
 - Project identifies and addresses outcomes of the college
 - Project states a clear goal with a desired outcome

Please call the Foundation Office at 206-870-3774, if you have any questions about the grant application process.