

LENS Mini-Grant Application

Title of Project

Date

Division, Department or Program

Email

Phone Number

State the Institutional Learning Outcome(s) to be assessed.

Provide a brief description of the project (there is a maximum of 300 words). Describe the assessment plan/activity that will result from the mini-grant funds. The following information should be included:

- 1.) Beginning date and ending date for the project
- 2.) Description of the project
- 3.) Future plans that may be developed from the project
- 4.) How the assessment data will be collected
- 5.) Connections to any previous assessment efforts, if appropriate

Specify the expected impact on students, faculty, staff and/or curriculum.

Explain the plan for analysis and interpretation of results.

- 1.) In what ways will you analyze and interpret what you have learned through the project?
- 2.) Your findings might include actual data of student learning and possibly analysis of the effectiveness of a new method you piloted.

Communication: Specify a plan for communicating the results with faculty/staff within your department, division and program. How will you share your findings with OTC colleagues outside your area?

Sustainability: Briefly describe how the assessment activity will contribute to ongoing assessment efforts.

Budget: On a separate attachment, give an itemized list and document each budget item and cost. Relevant supporting documentation must also be attached for the application to be considered.

Total Amount Requested: \$

Name of Main Contact

Signature

Date

Department Chair/Program Director/Director

Signature

Date

Dean or Equivalent

Signature

Date
