

Faculty Innovation Grant (FIG) Application Form Contents

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Form Description

The Faculty Innovation Grant (FIG) is awarded to full-time and adjunct faculty, program managers or program directors each year to support innovative projects and teaching techniques (including technology). The primary purpose of the FIG is to provide support for faculty to design and implement new tools, resources, or techniques in their classroom (or virtual classroom) to enhance instruction and increase student learning outcomes. These competitive grants can be awarded for up to \$5,000 for equipment and/or reassigned time to design and implement their application. Note: Only full-time faculty are eligible for reassigned time.

All proposals will be reviewed using a common rubric with a focus on clear outcomes with a defined plan for measuring success. The application includes details about the replicability, collaboration, and uniqueness of the project. Note: Purchases awarded through a FIG are owned by the College. If recipient is no longer employed with the College, all grant-funded items must be returned.

Submission Guidelines

- Meet with Associate Dean/Assistant Dean to review your proposal.
- Gather quotes from vendor(s) showing the full cost of the proposal. Work with your office coordinator to collect these quotes. Connect with your campus Dean of Academic Success with questions. Maximum grant amount is \$5,000.
- Draft your application outside the browser in a text document. Copy and paste as needed. Keep a copy.
- If you do not receive confirmation of your submission within 48 hours, contact your campus Dean of Academic Success to verify.

Project Information

1. Name of applicant(s)

Text — required

2. Does this proposal have the support of your Associate/Assistant Dean/Immediate Supervisor?

Single choice — required

Yes; No

3. Does this proposal have the support of your School or Academic Success Dean/Executive Director?

Single choice — required

Yes; No

4. Campus

Single choice — required

Eastern Campus; Metropolitan Campus; Western Campus; Westshore Campus

5. FIG Title

Text — required

6. Description of Project

Long text — required

Strategic Project Need

Describe how this project enhances instruction and increases student learning outcomes through design, new tools, resources, or techniques.

7. How is this project innovative?

Long text — optional

Scope of Project

How many courses will be part of this project? Which courses?

How many students will be impacted by this project?

How many instructors will be impacted by this project?

8. Scope of Project

Long text — optional

9. FIG Summary (250 words or less)

Long text — required

Note: This will be used in FIG publication.

Project Outcomes and Assessment Plan

10. What are the project outcomes?

Long text — required

Write in measurable terms, i.e., Bloom's Taxonomy.

11. What are your plans for assessing these outcomes?

Long text — required

Examples: course assessment activities, analysis of student work, student focus groups, student surveys, etc.

12. What are your success measures?

Long text — required

How will you know if you achieved the outcome?

Project Timeline and Implementation Strategy

Describe your tentative project timeline, including start and end dates, key tasks, implementation strategy, and assessment points. Explain sustainability and scalability beyond the FIG funding period, and address storage, maintenance, subscriptions, or similar needs.

13. Project Timeline and Implementation Strategy

Long text — required

Project Budget

If requesting reassigned time, indicate the ESUs and associated work-hour tasks per term using the FY 24–25 ESU part-time rate of \$942 plus 19.7% fringe benefit. ESUs are only available for full-time contractual faculty and are not awarded to make courses accessible. Final quotes, including shipping, may not exceed \$5,000. Campus contacts listed in the form: East — Gwen Jackson, x2648, gwendolyn.jackson@tri-c.edu; Metro — Dannielle Waller, x3525, dannielle.waller@tri-c.edu; West/BUC — Kellianne Starr, x5175, kellianne.starr@tri-c.edu; Westshore — Deborah Troupe, x3528, deborah.troupe@tri-c.edu.

14. What is your project budget?

Text — required

15. Attach your project budget and quotes for all purchases in a single PDF prior to submitting this application.

File upload — required

16. Academic Year

Single choice — required

2026–2027

17. Today's Date

Date — required

18. I understand if this proposal is accepted, I will be expected to present my project at a Collegewide event with a presentation or poster session. A reflection document is also required to review outcomes and assessment information.

Single choice — required

Yes

Submission Confirmation

Thank you for your application. The FIG committee will review applications and communicate with awardees according to the schedule shared in grant announcement materials.