

**High Impact Practices (HIP) Grant Application Form  
(Revised February 2021)**

**Primary Applicant Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**School/College:** \_\_\_\_\_

**Campus Phone:** \_\_\_\_\_

**Current or Full-Time UTC Faculty or Staff:** Yes \_\_\_\_\_ No \_\_\_\_\_

**Co-Applicants:** Please attach name and contact information for additional grant members, as applicable.

**Grant Project Title:** \_\_\_\_\_

**Amount Requested (\$300.00-\$2,000, the standard limits):** \_\_\_\_\_

**Course Name, Number, and Section (required):** \_\_\_\_\_

Please attach course name, number, and section information for any additional classes that will be a part of this project, as applicable.

**Collaboratively Taught Course:** Yes \_\_\_\_\_ No \_\_\_\_\_

**General Education Course (Note: not a requirement to receive the grant.):** Yes \_\_\_\_\_ No \_\_\_\_\_

**Number of students that this project will impact in your classroom:** \_\_\_\_\_

**Number of students that this project will outside of the classroom (e.g., for a public lecture):** \_\_\_\_\_

**Project Summary:** Describe the proposed project including the overall project goals and who will conduct the activities.

**Check which category (or categories) the grant is intended to develop and improve:**

- Writing-Intensive Courses
- Collaborative Assignments and Projects
- Undergraduate Research
- Diversity/Global Learning
- Service Learning, Community-Based Learning
- Capstone Courses and Projects
- Creative Endeavors

**Project timeline and related student assignment schedule:** In addition to attaching the course syllabus, provide a detailed timeline of project and assessment completion. Include in this timeline the relevant student assignments and list the opportunities for student reflection, preferably written, on the learning process (the latter means a student “meta-reflection” on the impact of the learning exercise on their thinking and not simply an assignment for the project).

**Project Deliverables:** Describe what deliverables will be produced by the proposed project. Indicate what the students will produce, what you will create, and the impact the university or larger community.

**Student Deliverables:** Describe here the concrete deliverables to be produced by the students.

**Faculty Deliverables:** Describe your deliverables, including plans for a future presentation of the project, whether for the WCTL Blog, UTC ReSEARCH Dialogues Conference, WCTL Faculty Showcase, conference/ workshop, etc.

**University and Community Deliverables:** Describe any deliverables that go beyond the classroom setting.

**Sustainable Deliverables:** Please indicate if any of the grant funds will lead to deliverables that are sustainable (i.e., will remain available for use in the future without requiring HIP grant monies as, for example, equipment purchases that are reusable in future courses).

**Final Report Acknowledgement:** (Note here your acknowledgement of the requirement to submit a final overall report for the project at the end of the semester in question.) Yes \_\_\_\_\_

**Project assessment plan:** Describe the assessment plan for the proposed project, including student assignments, surveys, and the like. Attach the assessment rubric.

**Reflection plan:** Describe what students will do for reflection during the course of the project and after the project has been completed. Note that “reflection” here means reflection on the process of learning (meta-reflection).

**Connection to UTC’s Strategic Plan Goals:** Explain how the proposed project supports the university’s strategic goals (List by number only those goals that pertain with discussion).

**Budget:** Provide an itemized budget. Include specific budget items, amount, and justification. Note that you must differentiate between **sustainable items** (reusable in future semesters) from **one-time use items**. The total amount listed must reflect these individual items; do not request blanket amounts of money. There is a total limit of \$500.00 for honoraria per grant application. Please provide justification for each and every honorarium rather than request the upper limit. Food is not normally provided for events (a per diem may be requested for non-UTC affiliated presenters). Also, identify any additional funding sources that have been secured or are concurrently being sought.

Primary Applicant Signature and Supervisor Signature:

\_\_\_\_\_  
Signature      Date      Primary Applicant's

\_\_\_\_\_  
Signature      Date      Supervisor's

*Please attach statement of support from the primary applicant's immediate supervisor.*

*Application Attachments:*

- Course syllabus (required)
- Assessment rubric (required)
- Supervisor's statement of support (required)
- Additional applicant information (if applicable)
- Additional course information (if applicable)
- Other (if applicable): Describe \_\_\_\_\_