Educational Research Mini-Grant Program
Call for Proposals
Letter of Intent due April 23, 2021 / Proposal due June 11, 2021

**Purpose:** The purpose of the educational research mini-grant program is to provide funding for instructors to explore specific research questions about teaching and student learning, in order to promote a culture of the scholarship of teaching and learning.

**Eligibility:** All full-time faculty, full–time staff, and department chairs with teaching duties may apply. Team projects across disciplines are encouraged.

**Funding:** Awards will be up to $2,500 for an individual project, and up to $4,500 for an interdisciplinary team project. Funds may be used for summer support, materials and supplies, printing, TA or GTA support, and/or release time. Any salary and wages of personnel need to have the appropriate fringe benefit added. One-half of the funding will be available when awards are announced in July 2021. The remaining funding will be released after the update to CAFE in June 2022. Contact the CAFE office at cafe@mst.edu if this is problematic for the implementation of your project.

**Proposal Process:** Projects must address a specific research question that has the potential to address one or more of the following (at the course, department, college or university level):

- Improve attainment of student learning outcomes
- Improve access and success for underrepresented students
- Improve student engagement, retention, and/or persistence
- Promote strategies for equity and inclusion
- Increase faculty-student interaction
- Promote collaborative, experiential, technology-enhanced or active learning strategies

Results should be measurable, either through quantitative or qualitative methods. Projects should be completed within three semesters (excluding summer session). A list of previously funded topics can be found at https://cafe.mst.edu/fundingprograms/educationalresearchmini-grant/.

Assistance for developing educational research proposals is available from the CAFE office up to the proposal submission date.

**Letter of Intent:** A letter of intent containing your research question and a brief abstract is due to cafe@mst.edu by April 23, 2021.
Proposal Outline:
A full proposal, containing the following, is due to cafe@mst.edu by June 11, 2021:

- Cover sheet (name, title, department, phone/email, project title, date, signature of department chair)
- Measurable Research Question
- Purpose/Objectives for project, including a literature review of at least 5 sources
- Methodology & Timeline (to be completed by Dec 2021)
- Evaluation plan
- Budget with justification
- Deliverables and dissemination plan

A proposal template is available at cafe.mst.edu under “Funding.” The proposals will be reviewed by a committee of faculty and instructional designers, and awards will be announced in July 2021.

Additional Information:
Awardees must receive IRB approval by end of calendar year of proposal acceptance. For more information on IRB approval, visit irb.mst.edu. Awardees are required to present their findings at the March 2023 Spring Conference.

Process Timeline:
- April 23, 2021 – Letter of intent due to cafe@mst.edu
- June 11, 2021 – Full proposal due to cafe@mst.edu
- July 16, 2021 – Committee decisions announced and 50% of funding released to awardees
- December 2021 – Awardee provides update to CAFE and IRB is approved
- June 2022 - Awardee provides update to CAFE and remainder of funding released
- January 6, 2023 – Final report due to cafe@mst.edu
- March 2023 - Awardee presents findings at the Missouri S&T Spring Conference

Final report: The final report should include:
- Cover sheet
- Abstract & Research Question
- Purpose of Project
- Methodology
- Results
- Conclusion, Future Implications, & Plans for Further Dissemination
- Reflection on whether/to what extent the project has impacted your teaching and/or student learning