**Faculty Career Enhancement Program**

**Call for Proposals (Spring/Fall 2024)**

*Applications Due: Friday, September 27, 2024*

**Overview**

The Associated Colleges of the Midwest invites proposals from collaborative ACM faculty and staff project teams that advance the [Faculty Career Enhancement (FaCE)](https://acm.edu/faculty/research-innovation/face-faculty-career-enhancement-program/) program goals described below.

Since 2014, FaCE has funded joint research projects, teaching and learning collaborations, collaboratively organized events, reading groups, and other initiatives that:

* Engage faculty either from multiple institutions or different departments within a single institution,
* Identify and test innovations that address current challenges or opportunities faced by liberal arts colleges and their faculty, and
* Show plans to be sustainable on the campuses involved.

In addition, ACM welcomes submissions that advance the work of previously funded FaCE projects that project teams successfully guided to their conclusion.

**Dates and Project Timeline**

* September 27, 2024 (5:00 PM Central) Proposals due (*see submission instructions below*)
* October 31, 2024 Project teams notified of funding decisions by this date
* December 31, 2025 Projects must be completed by this date

**Funding Amount and Budget Guidelines**

ACM has $166,500 to award. Typically, grant awards will range from $5,000 to $30,000. Projects that involve several collaborators from multiple campuses or demonstrate significant complexity in other aspects of the plan might justify a larger grant award.

FaCE awards support the resources necessary to initiate, conduct, disseminate, and institutionalize project activities and results. Budget items may include supplies, travel and lodging, meeting space, and dissemination strategies such as white papers, seminars and conference presentations, websites, etc. Funding may also cover honoraria for guest speakers (not to exceed $1,000), stipends for project leaders (not to exceed $1,000), or other consultants. Purchases of equipment and technology are not permissible FaCE expenses. To the extent that such purchases are necessary to implement the proposed project, participating campuses must cover those costs. Finally, FaCE funds may not be used to award course releases.

**Evaluation Rubric**

The selection committee will evaluate proposals based on the following criteria. *Applicants are encouraged to consider these criteria while preparing their proposals, timelines, and budgets*.

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| **Criteria** | **Definition** |
| Ability to Advance Faculty Career Enhancement Program Goals | The project (1) engages faculty either from multiple institutions or different departments within a single institution, (2) proposes innovations that address current challenges or opportunities faced by liberal arts colleges and their faculty, and (3) shows plans to be sustained after the grant period ends.  |
| Likelihood of Impact | The project is likely to advance these FaCE-related outcomes. |
| Clarity and Quality of Proposed Activities | The project activities (1) are clearly articulated and likely to achieve the desired outcomes, and (2) address an important issue or topic. |
| Feasibility of Proposed Activities | The project activities are feasible in the context of the proposed budget and timeline. |
| Institutional Support | As evidenced by Provost/Dean’s signature(s) |

**Submission Instructions**

Project teams should respond to the application prompts below in a Word document, save their responses as a single PDF, and email their completed proposal to Michael Vertovec, ACM Associate Program Manager, at mvertovec@acm.edu by 5 pm CT on Friday, September 27, 2024. Please name your document according to the following convention: *lead college name\_ project title*.

Direct questions to Brian Williams, Vice President for Strategic Initiatives, at 312-561-5922 or bwilliams@ACM.edu regarding eligible projects or submission guidelines.

**FaCE Application Prompts**

1. **Project Title:**
2. **Project Team Information (please add more rows if necessary to accommodate the project team roster)**:

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| --- | --- | --- | --- | --- |
| **Name** | **Title** | **College/University** | **Email**  | **Project Lead (Y/N)** |
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1. **Grant Recipient/Fiscal Agent:** Which ACM college will receive the grant funds and act as fiscal agent for the amount received?
2. **Abstract/Synopsis:** Provide a brief abstract or executive summary of the project, which may be used for publication on the ACM website and other media. (Up to 200 words)
3. **Relationship of Project to Grant-Related Goals**
* Describe the project's overall goal(s), including the challenges and/or opportunities faced by liberal arts colleges and their faculty that the project aims to address. (Up to 250 words)
* If the project seeks to extend the work of a previously funded FaCE project, describe how the proposed activities will extend and advance the previously achieved outcomes. (Up to 250 words)
* Describe how the project goal(s) advance the goals and priorities of the participating campus(es). (Up to 250 words)
1. **Activities, Outcomes, and Results**
* Describe the project team's primary activities in pursuing the project goal(s). (Up to 250 words)
* What are the intended products and outcomes of those activities? (Up to 250 words)
* What are the proposed project term and schedule of activities -- i.e., expected start date, end date (*no later than December 31, 2025*), and milestone dates within the project plan? (Up to 250 words)
1. **Dissemination**
* What is the strategy for disseminating project results to other ACM campuses and beyond? (Up to 200 words).
1. **Budget Statement**
* What is the requested budget amount?
* Describe the specific activities to be funded and how each will help achieve the project goal(s).
* Attach the completed budget (Please use the provided Excel template to create your budget)

1. **Provost/Academic Dean Endorsement**

Please include the following statement and signature line, accompanied by a signature from each participating institution's Provost/Academic Dean.

*I have reviewed the attached proposal and endorse it as a project that would advance my college’s strategic goals.*

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*Name of Provost/Academic Dean Date*