**CAS Dean’s Program Development Initiative (PDI)**

**2013**

**Purpose:** The Dean’s Program Development Initiative provides funding to support special projects that will create, enhance, or sustain curricular or co-curricular offerings in the College of Arts and Sciences. Funding will support activities such as program development, development and implementation of program assessment plans, community engagement activities, collaboration with external institutions, or projects that improve the sustainability of existing programs. *This process does not support single course development.*

**Application deadline:** November 5, 2012. Funding period: Winter 2013-Fall 2013.

Proposals should be a maximum of two pages, single-spaced and should include a clear and succinct vision statement describing the purpose and scope of the project, as well as a brief description of how the project will address one or more of the criteria noted below.

- **Criterion 1:** The project improves enrollment and/or student success.
- **Criterion 2:** The project advances community engagement or collaboration with external institutions
- **Criterion 3:** The project improves the assessment practices or sustainability of existing programs
- **Criterion 4:** The project attracts support from community, foundation or similar external funding sources.

In addition, include a budget with a proposed timeline, specific costs, and description of how funds will be used. Course releases will not exceed one course per faculty member participating in the PDI application. Funding requests are limited to $5,000 per project. Travel may be included as part or all of the project request. The PDI funding may also be combined with other university funding sources; please show other fund amounts and sources/course releases requested or received as part of support from other units.

Proposals may be submitted electronically to Sally Lucas ([slucas@emich.edu](mailto:slucas@emich.edu)) with a subject line of: CAS Dean’s PDI. The Department Head should indicate approval for the initiative by signing the completed application form.

If awarded, a final report will be due to the Dean’s office by January 15, 2014 describing how the PDI funds were utilized, as well as a description of the project outcomes to date.
PDI 2013 Application Form

Applicant Name(s):

Department:

Title of Project:

Detailed Budget Request (also list additional potential or secured SS&M and release
time funding sources from other university units or from external sources):

Course release request per faculty participant in the project:

Department Head Signature:_____________________________ Date:_____________

__________________________________________________________________________

Narrative Instructions

Narrative. Please attach narrative, limited to 2 pages, single-spaced. In the
narrative, please address these items:

1. Description of how the project meets one or more of the PDI criteria

2. Justification of release time request

3. If multiple faculty participants, a specific description of the role of each
   participant in the project.

4. Description of expected outcomes and benefits of the project

5. Timeline of project