**APPLICATION FOR WIG CURRICULUM DEVELOPMENT GRANT**

Application Due Date: April 4

**Name:**

**Department:**

**Department Chair:**

**Academic Coordinator:**

**Have you received a Wig grant in the past two years? Yes** [ ]  **No** [ ]

***If yes, please attach a statement of curricular results.***

**Budget:** (include other sources of funding, and a short description of the relevance of the items to a particular course):

|  |  |  |
| --- | --- | --- |
| *Item:* | *Cap:* | *Need:* |
| *Books, films, software* | $500 | $ |
| *Student Assistant(s)* | $1000 | $ |
| *Travel Expenses* | $1000 | $ |
| *Conference/Workshop Registration Fees* | $500 | *$* |
| *Total* | - | $ |

Please note that Wig Curriculum Development Grants are intended for the development of courses, not for funding costs for ongoing courses (which should come from department budgets).

**Wig Curriculum Development funds may be requested to fund things like:**

* Purchasing books, videos, and software needed to develop the course
* Student assistant(s) to help develop the course
* Travel expenses for the *applicant* to locations with resources that will help develop the course
* Registration fees for conferences or workshops that will help the *applicant* develop the course
(Travel and/or registration fees might also be used to pay an honorarium and/or travel expenses for an outside expert to come *before the class starts* to help train the applicant in some manner required for the course.)

**Wig Curriculum Development grants cannot be used to fund:**

* Field trips—consider applying for a Teaching Innovation Grant instead
* Travel expenses or honoraria for guest speakers during the course. For one-time special cases, consider a Teaching Innovation Grant instead
* Travel expenses or workshop fees for student assistants
* Supplies, food, software, or any other operating expenses

**On a separate sheet, briefly describe the items/personnel needed for the course/project and how you expect it will enhance your teaching. Please include a course description.**

**Please return this form to Assistant Dean Janise Roselle**

**Jan.roselle@pomona.edu** **or Alexander Hall, Room 219**