



2019-2020 Lilly Fellows Application

Applicant Name:

Academic Rank/Title:

Lead College:

Department(s):

Campus Address:

Employment Date:

Phone:

E-mail:

Teaching Project Title:

Lilly Project Faculty Mentor:

Academic Rank/Title:

College/Department:

Email:

	Lead Chair/Director/Supervisor of Unit
Name	
Department/Unit	
E-mail	
<p><i>I give my support for the applicant to participate in the Lilly Fellowship Program for 2019-2020. Our department will match professional development funds in the amount of \$8000 in support of this candidate's success and scholarship in this teaching and leadership program.</i></p> <p><i>Signature:</i></p>	

Additional Letter of Support

Name:

Academic Rank/Title:

College/Department:

Email:



Application Materials Checklist

- Completed application
- A brief description of the proposed teaching project (one page). The project proposal should briefly identify the project goal and rationale, instructional context, project methodology, and approach(s) to assess attainment of the project goal. Please include the significance of the project for the individual, unit and/or disciplinary advancement of teaching and learning. To request additional information, contact Patti Stewart at ps@msu.edu.
- Completed budget plan proposal that outlines how funds will be used, including any course release time negotiated with the chair, director or dean. Must be signed by the applicant and their supervisor.
- Letter of support must be from the applicant's lead chair, director, or dean
- Letter of support from proposed faculty mentor
- Letter of support from additional faculty, academic staff or graduate student.
- Personal statement: A one-page statement from the nominee that describes their reasons for seeking the Lilly Fellowship and provides evidence of interest in ongoing instructional improvement and/or the Scholarship of Teaching and Learning (SoTL).
- Curriculum vitae.
- Description of annual course load and advising responsibilities.
- A list of courses taught at MSU detailing size and type (graduate, undergraduate major, non-major) as well as annual course load and advising responsibilities.



Use of Lilly Funds-Planning Budget*

Release Time

- Course release _____
 - Clinical Release time _____
 - Other, please specify: _____
- Projected Subtotal** _____

Assistants

- Hourly research assistant for data collection and data entry _____
 - Grader or coder to assist with the project or to assist with work in other courses _____
 - Postdoctoral scientist to assist in managing the Fellow's laboratory
and/or assisting with the preparation of research grants _____
 - Undergraduate Student Assistant for collating data and other tasks _____
 - Cost of part of a TA's time to assist with the teaching project _____
 - Other, please specify: _____
- Projected Subtotal** _____

Resources/Materials/Technology

- Technology/Equipment to be used as part of the project _____
 - Statistical software _____
 - Books, DVDs, and videos and other media related to the project _____
 - Laptop computer to be used to teach the computer-based parts
of the course and to conduct the research project _____
 - Other, please specify: _____
- Projected Subtotal** _____

Travel

- Travel, expenses, and registration to attend conferences on teaching in the disciplines
and/or to present findings of the project on teaching _____
 - Travel as part of the Lilly Project***, e.g., Meeting with international
collaborators to plan an international educational experience, etc. _____
 - Other, please specify: _____
- Projected Subtotal** _____

(This should total but not exceed approximately \$16,000)

Projected TOTAL _____

*Please fill in the amounts you think you will need to allocate for each category and check off the appropriate box. If you do not need a category, enter a 0. This is only a tentative budget and may be changed once the project design is finalized. It should reflect a discussion and collaborative agreement between the Lilly Fellowship Applicant and her/his supervisor.

** If the cost exceeds \$16,000, the applicant's department must cover the additional expenses.

***Funds can be used to present the Lilly Project at a conference the year following the fellowship pending approval from the chair/director and/or dean to carry these funds forward.

Signed:

Lilly Fellow Applicant: _____ Date: _____

Lead Supervisor: _____ Date: _____