

Microgrants for New Technologies College of Fine Arts (CFA)

Purpose: To provide small grants to faculty who wish to acquire new skills or advance their skills in digital technologies/new media to forward research, creative practice, or pedagogy. Possible projects include:

- Attending a summer institute or workshop at a leading Digital Humanities Center
- Designing a new course or overhauling an existing course to incorporate new media and/or digital technologies
- Designing a research project or creative activity to take advantage of new tools in digital technologies, new media and/or computational approaches

Eligibility: Full-time CFA faculty

Awards: Up to \$1500 in reimbursement of expenses. These may include, but are not limited to, expenses for the purchase of hardware, software, training courses, workshop registration fees, and/or travel. Software or hardware purchased through this grant will remain the property of TCU.

Applications must include:

- College of Fine Arts Grants Cover Sheet
- Project proposal (no more than 3 pages double-spaced) that explains
 - how the project will incorporate new technologies to advance research, creative activity, or pedagogy
 - how or why the tools or training are particularly well-suited for the project
 - the applicant's previous training or preparation in new media, digital technologies, or computational approaches
 - how this project will benefit your students, department/school, and/or the college
 - why the expenses included in the budget are necessary to conduct the project
- Itemized budget (if proposing the acquisition of software or hardware, provide documentation that it is compatible with TCU systems and can be sustained. Consultation with IT is strongly recommended; documentation of this consultation should be included in an appendix)
- Updated CV in TCU format

Application Procedure: Applications must be compiled as a single pdf and emailed to the Dean's Office (t.rohrer@tcu.edu). Proposals are due at the following times:

- Last Monday in August, for projects taking place during the current fiscal year
- Second Monday in November, for projects taking place during the current fiscal year
- First Monday in April, for projects beginning during the next fiscal year

Requirements:

- A final project report must be sent to the Dean's Office and the appropriate department/school chair/director within 30 days of the conclusion of the project. The report should describe how the grant was used and the impact of the grant.
- All expenses and reimbursement forms for awards must be submitted within 30 days of the conclusion of the project and no later than the third Monday in May so that they may be processed before the close of the fiscal year at the end of May.
- Any changes to the approved budget or scope of the project must be reviewed by the Associate Dean for Research and Faculty development and approved.
- Applicants may only apply to one CFA grant category in any given academic year (with the exception of the Programming Grants Supporting Diversity, Equity, and Inclusion)