



## Faculty Writing Group Grant

Proposal Submission Deadline: May 15, 2022

The Office of the Executive Vice President and Provost created the Faculty Writing Group Grants to support instructional faculty in their career development. The primary goal of this grant is to encourage faculty to form collaborative support networks outside of their home departments and colleges that will contribute their research and writing productivity as they advance in their careers. Although initially designed for only post-tenure faculty, the value of having a variety of faculty ranks in these groups has led to an expansion to all ranks of instructional faculty. **Groups will receive a \$2,000 grant towards their proposed goals. In 2022-23, approximately five grants will be funded.**

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Instructional faculty are invited to form a group of 5-10 other faculty members **at any rank**, and submit a proposal for an academic year-long program of their own design that is focused on the above goal. Groups should have a designated convener who is a tenured or continued-appointment faculty member and will serve as the main point of contact for the group, and will facilitate and participate in, the collective work of the group. The convener will submit (electronically) a brief report to the Vice Provost for Faculty Affairs in the fall semester following the end of the group's last formal meeting. In addition, group members may be asked to participate in a workshop or an evaluation activity to improve the program. Groups who have applied for or received this grant in the past are eligible to apply again this year.

To assist in the development of their projects, a faculty writing group networking social will be held on **April 20, 2022 from 3-5pm at Rising Silo**. At this event, current and former writing group participants will share information and advice, our office will provide an overview of the application process, and faculty interested in forming or joining a writing group will have an opportunity to network with others.

Proposals for this grant program should be submitted electronically to Rachel Gabriele ([rachelvg@vt.edu](mailto:rachelvg@vt.edu)) on or before **May 15, 2022** for consideration. Funds for successful programs will be transferred in July or August of 2022.

Proposals will be considered based on the following criteria:

- clearly articulated goals;
- creates a collaborative support network of faculty from multiple departments and/or colleges;
- encourages advancement of faculty research and writing goals;
- supports faculty career development needs;
- engages a number of group members who are post-tenure;
- potential positive impact to the individuals, group and broader university community;

Upon approval, funds will be transferred to the group's college(s) after consultation with the convener. Funds may not be used for salary, hardware, software, equipment, and/or capital improvements. **All expenditures must be in accordance with Virginia Tech policies and procedures.**

Questions?

Contact Rachel Gabriele at (540) 231-4508, [rachelvg@vt.edu](mailto:rachelvg@vt.edu)

## Faculty Writing Group Grant Application

Please submit your proposal electronically via email to [rachelvg@vt.edu](mailto:rachelvg@vt.edu).

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### Convener (must be a tenured faculty member)

Faculty Member Name	
Rank (Assistant, Associate, Full, etc.)	
Department	
Primary School/College	
Additional College and/or Institute Appointments (if any)	
Campus Mailing Address	
Email Address	
Phone Number (office)	

### Group Members

Faculty Member Name	Department	Primary School/College	Email Address (@vt.edu)	Tenured or Continued Appt? (Y/N)

1. Please give a brief description of at least one goal or outcome that the group expects to achieve (no more than one page).
2. Provide a brief proposed budget; the typical budget may include the following:
  - Professional development funding for group members to participate in activities related to the goals of the project;
  - Funding for reading materials;
  - Funding for food during meetings of the group.

*(Reminder: all expenditures must be in accordance with Virginia Tech policies and procedures.)*

You may enter your proposal on the following two pages, or if you prefer, you may submit a separate Word document.

### For additional questions, please contact:

Rachel Gabriele  
Assistant Provost for Faculty Initiatives & Policies  
[rachelvg@vt.edu](mailto:rachelvg@vt.edu)  
(540) 231-4508



OFFICE OF THE EXECUTIVE VICE PRESIDENT  
AND PROVOST

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## **Faculty Writing Group Grant Application-Proposal Narrative**



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