<u>**Academic Innovation Launchpad**</u>

**Grant Proposal Preparation Template**

The **Academic Innovation Launchpad** supports innovative, high-impact projects that strengthen academic excellence, elevate the student experience, and support student progression, completion, and career preparation at Eastern.

This template is provided to help faculty **prepare proposal responses in advance** of submitting the official Microsoft Form.

**Grant Type:** Academic Innovation Project (AIP) Grant
**Funding:** One-time seed funding of up to **$12,500 per project**
**Submission Deadline: February 20, 2026**
**Questions/Support:** Christine Jeffers (jeffersc@easternct.edu)
**Proposal Submissions:** Kate Linderson (lindersonk@easternct.edu)

<u>**Section 1 — Project & Applicant Information**</u>

**1. Project Title**

**2. Project Lead (Primary Contact) – Name**

**3. Project Lead – Email**

**4. Project Lead – Department**

**5. Co-Lead (if applicable) – Name**

**6. Co-Lead – Email (if applicable)**

**7. Department(s) / Program(s) Involved**

**8. Project Team Members (names and roles)**
(Include all contributors and their roles in the project.)

## 9. Eligibility Confirmation

☐ I confirm that this project is led or co-led by a full-time, tenure-track or tenured member of the Instructional Faculty, as required by the Academic Innovation Launchpad guidelines.

## Section 2 — Project Summary

## 10. Brief Project Overview (1–2 sentences)

## 11. Anticipated Student Impact (1–2 sentences)
(How will this project benefit students?)

Section 3 — Project Narrative

## 12. Project Goals and Intended Outcomes
(What are you aiming to accomplish, and what outcomes do you expect?)

## 13. Evidence of Demand or Demonstrated Need
(Qualitative and/or quantitative evidence may be included.)

## 14. Key Project Activities and Timeline
(Provide a general month- or semester-level timeline. Bullets, short narrative, or a simple table format are acceptable.)

## 15. Sustainability / Institutionalization Plan (if applicable)
(Describe how this work may continue beyond the grant period.)

## Section 4 — Alignment with the Academic Innovation Launchpad

## 16. Academic Innovation Launchpad Priorities Addressed
(Check all that apply.)

☐ Public liberal arts education and academic excellence
☐ Exceptional student experiences
☐ Student progression, completion, and career preparation

## 17. Description of Alignment with Selected Priorities
(Explain how your project advances the priorities selected above.)

## 18. Alignment with University Mission, Goals, and Strategic Focus Areas
(Check all that apply.)

☐ Sharpening our academic identity to make it increasingly clear and compelling
☐ Elevating student success and improving the overall student experience
☐ Invigorating our relationships with the town and region to advance bolder and more imaginative initiatives together
☐ Nurturing a university culture that continually seeks new opportunities and strives to operate at the leading edge of innovation
☐ Bolstering our capabilities for attracting students from traditional and emerging populations
☐ Vigorously projecting and protecting the values of the University, especially during periods of upheaval and challenge

## <u>Section 5 — Budget & Funding</u>

## 19. Total Amount Requested from the Academic Innovation Launchpad Grant
(Enter an amount **less than $12,500**.)
$ _____

## 20. Will this project receive additional funding or support from another source?
☐ Yes
☐ No

## 21. If yes, describe the other funding/support and amounts

## 22. Budget Plan (Upload Required in Final Submission)
Prepare a simple budget plan including:

- Item
- Cost (rounded to the nearest $10)
- Notes
- Amount requested from the Grant
- Any additional funding sources

(File formats accepted: Word, Excel, PPT, PDF, Image, Video, Audio)

**23. Does this proposal request faculty reassigned time / FLC?**

☐ Yes

☐ No

**24. If yes, confirm consultation with your Department Chair and Dean regarding feasibility and coverage**

☐ Yes

☐ Not yet

**25. Additional Comments for the Review Committee**

## Section 6 — Certification

**26. Certification Statement**

☐ I certify that this proposal is submitted through the Academic Innovation Launchpad, that the information provided is accurate, and that I understand the reporting requirements associated with an Academic Innovation Launchpad Grant.