



# HOW TO GET MONEY FOR A TEACHING PROJECT

**An electronic version of this sheet, with live links, can be found**

at: <http://www.wellesley.edu/ClassicalStudies/LocalOnly/LTC/ltpocket.html>

## **Where can I get money to ...?**

Money for teaching projects sits in various pockets, which are opened or kept buttoned shut by various people and various committees. Money is often available if you know which pocket holds the funds to support your particular kind of project. This flyer is intended to be nothing more than a pocket guide.

### **● I want to bring an outside speaker to my class.**

The Committee on Lectures and Cultural Events provides \$250/faculty member/year for classroom lectures: <http://www.wellesley.edu/Events/index.html>

### **● I want to take the students in my class to a nearby conference.**

ER&D (Committee on Educational Research & Development) Quick Fix grant: <http://www.wellesley.edu/AcadBudget/ER&D/quick.html>

### **● I want my students to see a performance next month.**

ER&D Quick Fix grant:

<http://www.wellesley.edu/AcadBudget/ER&D/quick.html>

### **● I want to get specialized software to support my course.**

--You just heard about it and you need it absolutely right now, overnight: Talk to Ellie Lonske in Information Services, who may buy it for you out of the goodness of her heart if her budget's got any money left after she's been good to so many other people already.

--You need it next week: Talk to Ellie Lonske about this, too. Or try an ER&D Quick Fix grant: <http://www.wellesley.edu/AcadBudget/ER&D/quick.html>

--You need it next year: Put it in your department's Capital Budget Request.

### **● I want special supplies for my course.**

ER&D Quick Fix grant:

<http://www.wellesley.edu/AcadBudget/ER&D/quick.html>

### **● I want to put on a dinner for my students.**

The Dean's Office provides \$75 per year to each faculty member for student entertainment. The Administrative Assistant in your department will reimburse you through your department budget and arrange for the Dean's Office to reimburse your department.

### **● I want the College to get particular books my students will need.**

--Every department has a Subject Specialist on the Library staff. They are listed at:

<http://www.wellesley.edu/Library/subspec.html>

--You can also order books for the Library online, at:

<http://www.wellesley.edu/Library/book.html>

● **I want to put on a conference related to the subject of my course.**

The Committee on Lectures and Cultural Events:

<http://www.wellesley.edu/Events/index.html>

● **I want someone to put together a web site for my course.**

--As part of Computer Science 110, students construct web sites and are eager to find new clients for their class projects. Contact the instructor of the course.

--Information Services Summer Interns work on larger-scale projects for faculty during (obviously) the summer. Contact Kenny Freundlich in IS.

● **I want to get support for my honors thesis student's research-related expenses.**

--In general, see the Dean's Office page:

<http://www.wellesley.edu/DeanCollege/stugrnt.html>

The Dean's Office does not help with the cost of reproducing or binding theses, just with research expenses.

--Science Departments often have thesis money built into the department budget.

--Schiff Fellowships: <http://www.wellesley.edu/DeanCollege/CCI/>

● **I want my student to present a paper at a conference.**

Office of the Dean of the College, Student Travel Grants:

<http://www.wellesley.edu/DeanCollege/stugrnt.html>

● **I want to travel to a conference related to my teaching.**

ER&D Pedagogical Travel grant:

<http://www.wellesley.edu/AcadBudget/ER&D/travel-grant.html>

● **I want to explore offering a special course, but my thinking is still at an early stage.**

ER&D Pedagogy Improvement grant, subspecies Planning Grant:

<http://www.wellesley.edu/AcadBudget/ER&D/exp.html>

● **I want to teach a special course, and I have concrete plans.**

ER&D Experimental Course grant:

<http://www.wellesley.edu/AcadBudget/ER&D/exp.html>

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