



Faculty Guide to Money for Teaching Projects

Where can I get money to...?

The Committee on Educational Research and Development (ER&D) oversees a variety of activities supporting teaching and institutional research relevant to teaching. ER&D also funds particular teaching projects and can sometimes provide financial support for course development or for travel related to pedagogy. No idea is too small: Quick Fix Grants are intended to meet short-term, specific instructional needs that could not have anticipated in advance. These funds can be applied for throughout the year and are administered by the Educational Research and Development Committee (ER&D), see:

www.wellesley.edu/AcadBudget/ER&D/

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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.

- **I want to bring an outside speaker to my class.**

You may invite guest lecturers from outside the College to your course. Funds are available to faculty members and are awarded on a non-competitive basis. Faculty members may apply for up to **two lectures** each academic year. The total **cost of both lectures may not exceed \$500**. Such lectures are given as part of a specific class, although they may be opened to those not taking the class. Information and an application form are available via the CLCE (Committee on Lectures and Cultural Events) website: www.wellesley.edu/CLCE/

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

Apply for a "General Course" grant: www.wellesley.edu/AcadBudget/ER&D

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

"General Course" grant: www.wellesley.edu/AcadBudget/ER&D

- **I want to get specialized software to support my course.**

- Talk to your IS Disciplinary Support Team (DST) contact about options: www.wellesley.edu/InformationServices/
- If your department will pay for it, and you just need someone to order it, see the IS form online for details: www.wellesley.edu/Computing/Forms/authpurchase.html/
- Try an ER&D General Course grant: www.wellesley.edu/AcadBudget/ER&D/
- Put it in your department's Capital Budget Request for next year.

- **I want special supplies for my course.**

General Course grant: www.wellesley.edu/AcadBudget/ER&D/

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

The Dean's Office provides \$75.00 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 whom you can speak with (see www.wellesley.edu/Library/subspec.html). You can also make online suggestions that the Library purchase books or journals: 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: www.wellesley.edu/CLCE/

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

- In general, see the Dean's Office page: 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: www.wellesley.edu/DeanCollege/CCI/schiff-fellowship.htm

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

- Office of the Dean of the College, Student Travel Grants: www.wellesley.edu/DeanCollege/stugrnt.html
- Students in the Science Center may also apply for travel funds through these sources: www.wellesley.edu/ScienceCenter/Students/travel.html

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

ER&D Pedagogical Travel Grants: www.wellesley.edu/AcadBudget/ER&D/

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

ER&D General Grants: www.wellesley.edu/AcadBudget/ER&D/

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

ER&D Experimental Course grant: www.wellesley.edu/AcadBudget/ER&D/

There are also specific funds available for faculty whose main teaching and research activities take place in the Science Center. Information about grants and fellowships specific to faculty in the Science Center is available at: www.wellesley.edu/ScienceCenter/Grants/grants.html.