

Guidelines for the Teaching Innovations and Learning Enhancement (TILE) Fund Application Form

1. Identifying Information

- a) Principal Applicant's name, position, and department/faculty/school
- b) Co-Applicant(s)' name, position, and department/faculty/school

2. Teaching Philosophy (500 words)

The statement of Teaching Philosophy must demonstrate alignment of project with teaching practice. See CITL website for guidelines on teaching philosophy statements. https://citl.mun.ca/TeachingSupport/Teach_Phil-Qs_for_Reflection_Mar2014.pdf

3. Project Description (approx. 1000 words total)

The project description must include:

- a) project title
- b) identification of theme(s) addressed
- c) project purpose and rationale, with reference to how the project will meet TILE Fund Objectives (250 words max)
- d) project objectives (SMART objectives)(150 words max)
- e) project activities to be completed within one year (250 words max)
- f) project impact and benefits to undergraduate students (250 words max)
- g) statement of agreement to present project results at Memorial's Teaching and Learning Conference
- h) plan for dissemination of results, other than the Teaching and Learning Conference (150 words max)

4. Project Budget Outline for up to 1 year, with justification for each expense

Computer and equipment purchases are not eligible unless they directly relate to the objectives of the project. There are no restrictions on proposed budget amounts, but applications should not exceed the total fund amount of \$80,000.

5. Signature form

Includes signatures from the principal investigator(s) and their Dean or Department head. *Signatures can be digital, and the signature page can be submitted as a separate document, via email, if necessary.*