



# WAYNE STATE

Office for Teaching & Learning  
otl.wayne.edu

## Faculty Teaching Travel Grant Application

Completed applications and all required documents for both Type 1 and Type 2 grant requests must be sent to [faculty.travel@wayne.edu](mailto:faculty.travel@wayne.edu).

### 1. Contact information of person completing this form

Name		Date	
Access ID		Position at WSU	
Phone Number		School/College	
E-mail address		Department	

**2. Is this a group application?**      **Yes**      **No** (If No, proceed to Section 3. Conference Information)

### Add the Name and Access ID for each additional applicant

<b>Name 1</b>		<b>Name 2</b>	
Access ID		Access ID	
<b>Name 3</b>		<b>Name 4</b>	
Access ID		Access ID	

### 3. Conference Information

Conference name	
Conference web address	
Conference date(s)	
Conference location (city & state)	
Budget	

<b>Type 1 Travel Grant</b> <ul style="list-style-type: none"> <li>• For those who are presenting scholarly work on teaching and learning</li> <li>• \$1,200 maximum award per person</li> </ul>	
<b>Type of presentation</b>	<div>Paper</div> <div>Poster</div> <div>Other, please describe</div> <div>Panel discussion</div> <div>Workshop</div>
<b>Title of the presentation</b>	
<b>Abstract of the presentation</b>	
<p>Have you given this particular presentation or one similar to it previously at a conference?</p> <div> <div>Yes</div> <div>No</div> </div> <p>If yes, please provide specific information below about when, where, and to whom you gave this or a similar presentation. Please also explain how this presentation differs from one you gave previously.</p>	
<p>Have you received confirmation that your presentation was accepted?</p>	<p>Yes. Please provide relevant documentation or web address (URL).</p> <p>No. The anticipated date of notification is:</p>
<p><b>Please complete the Teaching Outcomes section on the next page.</b></p>	

<b>Type 2 Travel Grant</b> <ul style="list-style-type: none"> <li>• For those who are attending a conference whose focus is on teaching and learning, but not presenting at it</li> <li>• \$800 maximum award per person</li> <li>• A department match of \$400 is required</li> </ul>	
Up to \$800	This is a subject area (or academic discipline) conference or a conference whose focus is (almost) exclusively on teaching and learning in the college classroom where I will not be presenting.
<b>Teaching Outcomes</b> (for all applicants to complete)	
<p>Describe how your participation in this event will have a direct effect on your teaching or your students' learning? What changes in your courses or your evidence-based scholarship of teaching and learning do you expect? Be specific.</p>	
<p>Describe specific questions you hope this conference will help answer or ideas that you hope to develop further as a result of this conference. Also, referring to the conference description, program schedule, or other relevant information, explain why this conference will enable you to answer the question(s) or develop the idea(s).</p>	
<p>How do you anticipate your participation in this event to support Wayne State University's teaching mission and have an impact beyond your classroom, department, school/college?</p>	

**All grant recipients are required to complete a reflective summary of their experiences at the conferences, workshops and seminars they attend.**