**THE INSTRUCTIONAL IMPROVEMENT PROJECT APPLICATION**

* Please answer all questions with as much detail as possible.
* Applications will be evaluated based on the committee’s ability to assess the proposal from what is contained within the application. See Review Process
* Handwritten applications will not be accepted.
* An in-person interview will be required, you will receive an email notification.
* 2022-2023 Special Project (SPRO) hourly rate is $34.44 (Note that if this rate changes for 23-24 as a result of bargaining, amounts will be automatically adjusted)

**Application Funding Periods and Due Dates**

Winter/Spring Term: **Due February 2, 2024**

Summer/Fall Term: **Due May 3, 2024**

Project involves:

Multiple departments/programs

Single department/program

2. Who are the participants? List the Project Lead in the first line.

Project Member Name:

% Pay:

G Number:

Project Member Name:

% Pay:

G Number:

Project Member Name:

% Pay:

G Number:

Project Member Name:

% Pay:

G Number:

**Project Information**

**Project Title:**

**Estimated timeframe for project development:**

**Estimated timeframe for project implementation:**

**Please provide the amount of funds requested and the estimated hours to complete the project:**

**Estimated total hours to complete project (provide breakdown in the box below):**

**Amount requested (total hours x $34.44): $**

*FIELDS WILL EXPAND AS YOU TYPE IN THEM*

**Project Development & Project Implementation Description**

**What are you trying to improve or change? Why?**

**How will the changes improve equitable student learning?**

     

**How does it impact curriculum?**

**How will you determine if the change was effective? What metrics will you use?**

**What would be the impact of not making this change?**

**Which other departments or programs could implement this project?**

**How will you share this project?**

**We are willing to release this work under a Creative Commons license in order to share it with other educators.**  
Yes No

**SIGNATURES**

**Print SAC Chair Name**

**Date Shared with SAC**

**This project has been shared with the SAC and has SAC support:** **YES** **NO**

**SAC Chair Signature**

**Send completed applications to:**

TLCI Admins, [tlciadmin@pcc.edu](mailto:tlciadmin@pcc.edu)

Cc: Anne Haberkern, [anne.haberkern@pcc.edu](mailto:anne.haberkern@pcc.edu) and Ken Friedrich, [Kenneth.friedrich@pcc.edu](mailto:Kenneth.friedrich@pcc.edu)

**For eligibility questions email Ken Friedrich, Chair:** kenneth.friedrich@pcc.edu

Applications must be received by 5:00 p.m. on the due date to be considered

• Late applications will not be accepted

• All signatures are due when applications are submitted