2023 Pedagogical/Professional Development Grant (PPG) for Teaching Stream Faculty at UTSC
Office of the Vice Principal Academic & Dean

Application Deadline: January 31, 2023

The Office of the Vice-Principal Academic & Dean has established a **Pedagogical/Professional Development Grant (PPG)** to support teaching innovation and leadership by continuing track Teaching Stream faculty. This competitive grant may be used by full-time and part-time Teaching Stream faculty with pedagogical/professional development expenses that outstrip the supplement provided through the ***Professional/Pedagogical Development Support Fund (PPF)***[1].

> As part of their ongoing work in 2022, the Teaching Stream Working Group (TSWG) has recommended that the VDFAES review internal funding sources and reimagine support for pre-continuing status faculty. A complete report of TSWG findings will be available this spring, and it is anticipated that new internal funding will be put in place for the 2023-24 academic year per their recommendations. **The VDFAES expects that this is the last year that this fund will be offered, and that it will be replaced with other mechanisms of comparable amounts beginning in the 2023-24 academic year.**

All continuing-track Teaching Stream faculty members are invited to apply. Applications may be from individuals or collaborative groups (see below). In any one academic year, each full-time and part-time continuing track Teaching Stream faculty is eligible to receive one PPG of up to $1,000 as an individual applicant, and one additional PPG as part of a collaborative group, pro-rated based on percentage appointment.

The following are examples of eligible expenses (online or in person):

- Participation in or contributions to workshops, seminars and other development opportunities (within the University or external to the University) aimed at pedagogical development;
- Pedagogical research supporting contributions to the pedagogical literature, workshops or other pedagogical development opportunities;
- Discipline-based scholarship in relation to, or relevant to, the field in which the faculty member teaches;
- Participation at and contributions to academic conferences where sessions on pedagogical research and technique are prominent;
- The ongoing pursuit of further academic or professional qualifications and/or discipline-based scholarship or techniques relevant to the field in which the faculty member teaches;
- Professional or creative work that allows the candidate to maintain a mastery of their subject area, examples include engagement with professional organizations associated with the candidate's area of expertise;
- Digital tools (i.e. software) to enhance pedagogical techniques across multiple courses.

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[1]https://www.utsc.utoronto.ca/vpdean/funding-opportunities

The following are NOT eligible expenses for this fund:

- Computer equipment or related digital technologies
- Materials intended primarily to support teaching in a particular course

Faculty members with queries about eligible expenses not included here are advised to contact deanhr@utsc.utoronto.ca for consultation prior to submitting an application.

Collaborations. Groups consisting of full-time and/or part-time continuing track Teaching Stream faculty members are also eligible for support for collaborative projects/activities. For collaborative proposals, a single application and budget should be submitted by one Teaching Stream faculty member who will act as the 'principal applicant'. For such group applications, the principal applicant must name all collaborators, and their roles in the project must be clearly defined in the proposal.

The maximum budget for a collaborative proposal is $1,000 per eligible Teaching Stream faculty member participating in the project/activity (e.g., if a group consists of one full time principal applicant and four full time collaborators, the maximum grant amount is $5,000).

Cost-sharing. Grant applications that include cost-sharing or matching-fund schemes with academic units are permitted. Teaching Stream faculty members proposing projects/activities with expenses that exceed the maximum amount of the PPG are encouraged to discuss their application with their academic unit head.

Other sources of funding. Many other sources of funds for pedagogical research and innovation are available at U of T. Direct application to these funds will be encouraged if these are more appropriate for the scope of the proposed project/activity or budget.

The PPG could be leveraged as 'seed' funding in support of other grant applications as long as the PPG request is for expenses eligible as outlined above, and can stand on its own merits. Faculty who plan to apply for other grants with a PPG as 'seed' support should include this information on their application.

Other grants offered by U of T that may be relevant include:
- Funding opportunities administered by the Office of the Provost, including:

    o Learning and Education Advancement Fund (LEAF)
    o Instructional Technology Innovation Fund (ITIF)
- Teaching Enhancement Grants - CTL, in partnership with Information and Instructional Technology Services (IITS), offers Teaching Enhancement Grants with two rounds per year. Categories include teaching equipment, software, enhancement, assessment, matching fund requests, professional development, and teaching and learning seed grants.

Application process

- Application deadline: **January 31, 2023**
- Applications will be reviewed in the Office of the Vice-Principal Academic & Dean in consultation with the applicant's academic unit head and a representative from CTL.
- Submit applications to deanhr@utsc.utoronto.ca
- Applications must include:
  - o **Title of proposal**
  - o **2 – 4 paragraph (max. 800 words) description of the proposed use of funds, including anticipated benefits for the participating faculty members and for students, the academic unit and/or UTSC as a whole.**
  - o **A detailed budget**, including any matching funds from the unit or other sources.
  - o **A proposed timeline** for the project/activity.

Evaluation Criteria

Funds are limited, and **PPGs will be awarded in a competitive process**.

Criteria for award decisions will include:

- Completeness of application
- Likely impact of the project/activity on career development of individual faculty members and/or broader positive impacts on students, academic units within the University, or practices outside the University
- Record(s) of individual(s) involved in the proposed project/activity
- Completeness of budget; it should be clear how the funds requested are sufficient for the proposed project/activity (including any matching funds or cost-sharing).

Disbursement of funds and Reporting

- For approved applications, funds will be transferred into the PI account of the individual applicant or principal applicant (if a group application). Recipients should work with departmental business officers to manage these funds.
- Successful applicants must provide an exit report by November 30, 2023 to deanhr@utsc.utoronto.ca. This must include a brief accounting of expenditures and experiences. Funds not spent by this time will be pulled back to the Office of the Vice-Principal Academic & Dean.
- Timely receipt of an exit report is required to retain eligibility for current or future Decanal funding opportunities, and to remain in compliance with the terms of this grant.