**Teaching Enhancement Grants (TEG) FY 2024/2025**

**Learning Community Project Proposal Form**

Please complete and submit the proposal form to CTLT using this [link](https://forms.office.com/r/Errs9gFaM2) by the closing date, **Monday, 20 January 2025**.

Please check  the appropriate theme for your proposal:

Developing relationships that promote teaching and learning in large class

settings (e.g. GE or large interdisciplinary courses)

Developing relationships that promote teaching and learning in small class

settings (e.g. tutorial group)

Developing relationships that promote teaching and learning in online and out-of-

class settings

Open Category

1. **Proposed TEG Learning Community (LC) Project**

|  |  |
| --- | --- |
| **Name of TEG Learning Community** |  |

|  |  |
| --- | --- |
| **Brief Description**  (up to 200 words) | *Please provide a brief description of your learning community* |
| **Keywords** | *Please provide keywords* |

1. **TEG Learning Community Membership**

Please list members of the Learning Community that have already been identified

(minimum of 5 members, including Principal facilitator & Co-Facilitator at the point of application)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Role[[1]](#footnote-1)** | **Name** | **Staff ID** | **NUSNET ID** | **Unit[[2]](#footnote-2)** | **Designation[[3]](#footnote-3)** |
| **Principal Facilitator** |  |  |  |  |  |
| **Co-Facilitator** |  |  |  |  |  |
| **Member** |  |  |  |  |  |
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Estimated Size of Learning Community:[[4]](#footnote-4) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **TEG Learning Community Project**

|  |  |
| --- | --- |
| **Relevance**  (up to 200 words) | * What teaching and learning issue at NUS will the Learning Community address? * Why is it important to study this issue? |
| **Design**  (up to 300 words) | * How do you plan to engage your LC members to collaborate in exploring, discussing and addressing the issue of concern? * How would you organise your Learning Community to ensure sustainability? * How would you evaluate the success of your Learning Community? |
| **Benefits to members**  (up to 200 words) | * What do you anticipate will be the significance of your Learning Community for its members? |
| **Sharing**  (up to 100 words) | * How do you plan to share what you have learnt/your findings with the wider NUS community? |

1. **Outline of activities for LC**

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| --- | --- | --- | --- |
| **Date/Month** | **Activity** | **Description** | **Member in charge** |
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1. **Budget Plan**

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| --- | --- | --- | --- |
| **Activity/Purpose** | **Expenditure Item** | **Quantity and  Cost Estimation** | **Budget Amount (S$)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | **Total Budget Requested** | **S$** |

1. **Support from Head of Unit**

As a matter of courtesy, please secure consent from your Head of Unit to lead the Learning Community. (Beyond courtesy, it may be that the subject of your Learning Community will require the use of unit resources, that student data may be required, *etc*.)

|  |  |
| --- | --- |
| **Name of Head of Unit** |  |
| **Supported** | Please check the box to indicate that Head of Unit’s support has been sought (signature is not required).  Comments, if any: |

*- End of Application Form -*

1. For example, Co-Facilitator or Member [↑](#footnote-ref-1)
2. Japanese Studies, Library, *etc.* [↑](#footnote-ref-2)
3. Lecturer, UG Student, Senior Manager, *etc.* [↑](#footnote-ref-3)
4. Please give a sense of the size and nature of the membership, *e.g.* 3 faculty members, 4 professional staff, 5 UG students [↑](#footnote-ref-4)