**TEG LEARNING IMPROVEMENT PROJECTS FY 2025**

**APPLICATION FORM**

Please complete and submit the proposal form to CTLT at [link](https://forms.office.com/r/seay63kNck) by the closing date, **24 Mar 2025 (Mon).**

**1 APPLICANT(S) / PRINCIPAL INVESTIGATOR(S)**

|  |  |  |
| --- | --- | --- |
|  | **Principal Investigator (PI)** | **\*Co-Investigator (Co-I), (if any)** |
| **Title & Name** |  |  |
| **Department** |  |  |
| **Faculty** |  |  |
| **Staff No.** |  |  |
| **Appointment**  *(Please check*  *accordingly)* | Full-time  Educator Track  Tenure Track  Others, *e.g.* part-time, adjunct, *etc*.  (please indicate appointment ratio for teaching, where applicable) | Full-time  Educator Track  Tenure Track  Others, *e.g.* part-time, adjunct, *etc*.  (please indicate appointment ratio for teaching, where applicable) |
| **Email/NUSNET ID** |  |  |
| **Contact No.** |  |  |
| **Previous TEG projects** | Please provide details if you have previously received TEG funding (*e.g.* title of TEG project, year of award, name of publication/journal and year/month the paper was published or other means of dissemination) |  |

*\* Please provide similar information for other co-investigators if there is more than one co-investigator*

**2 PROPOSED PROJECT**

|  |  |
| --- | --- |
| **Project Title** |  |
| **Theme** | Please check  the appropriate theme for your proposal:  Interdisciplinary Education (IE)  Generative Artificial Intelligence (Gen AI)  Open Category |
| **Category** | Please check  the appropriate category:  Short-term (1-year/1.5-years project)  Long-term (2–3-years/3.5-years project) |
| **Abstract**  *(up to 100 words)* | *Please provide an abstract of your proposal* |

**3** **DESCRIPTION OF PROJECT**

|  |  |
| --- | --- |
| **Project Rationale**  *(up to 400 words excluding references)* | * Describe the problem in relation to your area of teaching and position it within the field of higher education research. Explain how this project will address the problem * Clearly articulate the research question(s) * Describe the anticipated educational outcomes * Incorporate a review of relevant literature and good practices to provide the background and substantiate the rationale for conducting the project (connect with relevant theory where appropriate) |
| **Project Scope & Aims**  *(up to 200 words)* | * State concisely and realistically the aims of the project and its potential to contribute to an improved educational experience and better outcomes * State the title and code of module(s) for which the project will be undertaken, the current class size and delivery methods (as applicable) |
| **Approach & Implementation**  *(up to 200 words)* | * Discuss how the specific aims of the project will be achieved. Include an outline of how the project will be undertaken * Discuss why the approach is appropriate for achieving the aims of the project * Concisely state how the design and implementation of the project will advance achievement of your educational goals |
| **Evaluation Plan / Method**  *(up to 300 words)* | * Discuss how the success of the project will be evaluated, as well as the data collection and analytical methods used to evaluate the success of the project * Justify why the evaluation approaches were adopted |
| **Sharing**  *(up to 100 words)* | * How will you share what you have learnt with the wider NUS community? |
| **Links to other projects / grants**  *(up to 100 words)* | Please indicate if the project is a new project or a further development from a previous project. Please provide details of the previous project, if applicable  Please indicate if you have *applied for* or *received other grants* (e.g. LIFT, MOE-TRF, etc.) for this proposal:  *(Please check*  *accordingly)*  No  Yes. Please provide details below. |

**4** **SUPPORT FROM HEAD OF DEPARTMENT / FACULTY DEAN**

Please secure consent from the Department/Faculty/School to conduct your project (e.g. for use of department resources, revision of programme, or sensitivity of research or student data to be collected, etc.)

|  |  |
| --- | --- |
| **Name of Head of Department** |  |
| **Head of Department’s Signature** | *(If it is not possible to obtain the signature on this form, please attach the approval email from the Head of Department)*  Comments, if any: |
| **Date** |  |

**5 PROJECT IMPLEMENTATION SCHEDULE**

Please provide a project timeline/milestones indicating the activities involved and the activity period, from commencement till completion of the project:

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| --- | --- | --- |
| **Activity**  e.g. Development of Evaluation Instrument | **Activity period**  e.g. 1 month | **Month/Year**  e.g. Sep 2022 |
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**6 BUDGET PLAN**

* Please itemize the estimated project expenditure and provide description/details
* Budget for financial assistance for presentation of project at an Education Conference after project completion can be included

(Note: Budgetary items with insufficient information may not be funded)

*An example of activity/purpose, expenditure item and breakdown of cost to estimate the budget amount is provided below for reference:*

|  |  |  |  |
| --- | --- | --- | --- |
| ***Activity / Purpose*** | ***Expenditure Item*** | ***Quantity and Cost Estimation*** | ***Budget Amount (S$)*** |
| *e.g. Development of Evaluation Instrument* | *e.g. Engage 2 part-time undergraduate student research assistants (RA) to conduct research and analysis* | *e.g. 2 RAs x S$20/hr x 4 hrs/day x 10 days/ month x 4 months* | *S$6,400* |

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

*- End of Application Form -*