**SAGES Professional Development Grant Application**

*SAGES has made available a limited pool of funds to support the professional development of its full-time writing faculty who do not have access to such support elsewhere. Full-time[[1]](#footnote-1) English Lecturers and SAGES Fellows who provide writing instruction in SAGES seminars, but who have not been assigned a stand-alone First Seminar for the academic year, are eligible to apply using this form. Awards made are likely to be at the level of several hundred dollars and are made in the form of reimbursement for documented expenses. Award decisions will be made jointly by SAGES and the Committee on Writing once each semester. In order to provide benefits to as many eligible faculty members as possible, preference will be given to those who have not received this support previously and to those who have more experience in SAGES.*

*Please note that all travel must be accompanied by an “Authorization to Travel” form signed by the Chair of your department prior to your anticipated travel (CAS Dean’s approval needed for international travel). The forms are available here:*

*National Travel:* [*http://artsci.case.edu/files/2014/08/CWRU-Travel-Request-Form-Dept-Chair-Approval-Fillable.pdf*](http://artsci.case.edu/files/2014/08/CWRU-Travel-Request-Form-Dept-Chair-Approval-Fillable.pdf)

*International Travel:* [*http://artsci.case.edu/files/2014/08/CWRU-Travel-Request-Form-Dean-Approval-Fillable.pdf*](http://artsci.case.edu/files/2014/08/CWRU-Travel-Request-Form-Dean-Approval-Fillable.pdf)

*When complete, please submit this application to*[writing@case.edu](mailto:writing@case.edu). *Fall semester applications due* ***October 1****; Spring semester applications due* ***March 1****.*

**Your Name:**

**Describe the opportunity (~100 words):**

**How will this opportunity enhance your teaching and/or scholarship (~200 words)?**

**Please attach a detailed budget and include any other institutional support received or requested for this opportunity.**

1. Full-time Lecturers are those on academic-year contracts (1-year appointments, renewable up to a total of 3 years). Stand-alone First Seminars entail additional student advising, which is compensated with a professional development fund; therefore, those teaching stand-alone First Seminars are not eligible for these grants. [↑](#footnote-ref-1)