Program Curriculum Exploration Grant Application- Fall 2025

As part of Next-Gen K-State efforts, incentive grants are available as seed funds for the purpose of supporting a unit to explore curriculum changes for a program which enhances Applied Learning Experiences. These grants help a unit to explore adding or enhancing Applied Learning in new or existing degree, certificate or micro-credential programs.
The experience must meet the ALE Framework requirements. To view the Framework, or to get in touch with a member of our team, please visit the KSU Applied Learning Experiences webpage: https://www.k-state.edu/leadership/applied-learning/

Funding range: Up to $20,000.00
Eligible to apply: Faculty member(s) with program chair and department head support.
Match: No matching funds are required, but applicants should demonstrate reasonable support for continuation three years beyond the grant period.

This application will ask for:

- Applicant information
- Sustainability statement
- File uploads for budget, timeline, letter of support, and abbreviated CV
- A project narrative
- Statements showing alignment with the ALE Framework

If you will not be completing this application in one sitting, we recommend keeping answers in a word processing document to avoid losing work.

* This form will record your name, please fill your name.

[   ]

Personal Information and File Uploads

1. **Title of Proposal** *

[   ]

2. **Primary applicant name**
   Primary applicants will receive communications regarding application status. *

[   ]

3. **Primary applicant email** *

[   ]

4. **Work information for primary applicant:** please list in the following format
College/Unit, Department, and Title/Role *

5. **Collaborator information:** please list collaborator information in the following format
Name, Email: College, Department, Title
Name, Email: College, Department, Title *

6. **Upload an itemized budget** in ***PDF format***. You may utilize the template provided or create your own.
Click bit.ly/grantsbudgettemplate for template.

   Budget Criteria:

   1. Add pay may not exceed $3,000.00 per faculty or $5,000.00 total.
   2. A cost-per-learner estimate must be included.

   *

   ⬆ Upload file

   File number limit: 1   Single file size limit: 100MB   Allowed file types: PDF

7. **Please upload your proposed timeline for implementation.** You may use the template provided or create your own. Click bit.ly/grantstimeline for the template. *

   ⬆ Upload file

   File number limit: 1   Single file size limit: 100MB   Allowed file types: PDF

8. **Upload a signed letter of support from your Department Head, School Director, or Dean**** in ***PDF format***. Letters should show that the department has a plan for implementation of the proposed project by the 2027-28 academic year and will commit to reasonable support for continuation three years beyond the grant period.

   **Supporter should have the authority to approve faculty load distribution.
   **Supplemental letters from community partners, colleagues, or other relevant partners in the proposed work are welcome. *

   ⬆ Upload file

   File number limit: 10   Single file size limit: 100MB   Allowed file types: PDF

9. **Upload a current resume or abbreviated CV (no more than 2 pages) for each collaborator**. This will aid the selection committee in understanding your previous experiences with Applied Learning. *

⬆ Upload file

File number limit: 10   Single file size limit: 100MB   Allowed file types: PDF

10. **Please detail a sustainability plan** to include how the course and program will continue at least three years beyond the funding period. This should include but is not limited to associated costs, personnel, and department and college support. *

Please enter at most 3500 characters

11. **Have you applied for, intend to apply for, and/or received funding from other sources to support this project?** *

Please enter at most 3000 characters

Proposal information

12. **In plain terms, offer a brief narrative of your proposed project.** You may use up to 3,500 characters, or about 500 words. *

Please enter at most 3500 characters

13. **"This Applied Learning project/curriculum will create opportunity for learners to...."** *

Please enter at most 3500 characters

14. **Explain the need for the proposed program or activity. What Applied Learning Experiences exist in your department, program, or unit? What gaps will this experience fill?** Preference will be given to proposals which fill a need in program or unit with little or no existing applied learning experiences. *

Please enter at most 3500 characters

15. **Select which best describes the type of experience you are proposing.** For definitions of each experience, please visit the Applied Learning Experiences webpage. *

- [ ] Undergraduate Research

- [ ] Global

- [ ] Leadership

- [ ] Creative

- [ ] Internship

- [ ] Community-Engaged Learning

- [ ] Other

16. **Is your experience...** (preference will be given to for-credit experiences) *

   ○ For credit

   ○ Not for credit

17. If your experience is for credit, you may upload a copy of your syllabus or a drafted course outline. This is not required and will not be graded.

   [↑ Upload file]

   File number limit: 1   Single file size limit: 100MB   Allowed file types: Word, Excel, PPT, PDF, Image, Video, Audio

18. **Describe how this proposed curriculum change or course will fit into the landscape of your department or unit.** If it's a curriculum change, how many courses will be impacted? If it's a new course or revision to an existing course, how many credit hours do you expect to be produced? *

   [   ]

   Please enter at most 3500 characters

19. **How many learners do you expect to serve per semester with this experience?** *

   ○ 1-10

   ○ 10-20

   ○ 20-40

   ○ 40-75

   ○ 75+

20. **Through Spring 2030, how many learners do you expect to impact?** *

   [   ]

   The value must be a number

21. **Anticipated Learner Classification** *

☐ First year

☐ Second year

☐ Third year

☐ Fourth year

☐ Graduate Students

☐ Other

ALE Framework Alignment

Questions in this section will ask you to explore how your experience will incorporate elements of the Applied Learning Experiences Framework.

22. **In 500 words or less, address how this experience will ensure *learner engagement* through the fulfillment of Requirement and Objective 1 of the Applied Learning Experiences Framework**:

    Requirement:
    Experiences involve learner engagement at least equivalent to the intensity, depth and/or time commitment of a 1-credit-hour course, approximately equal to 45 hours engagement in total. The experience is not required to be credit-bearing.

    Objective:
    Engagement: The learner's involvement in the experience is sustained and/or intensive. There is a substantial investment of time and attention to foster deeper learning. *

    Please enter at most 3500 characters

23. **In 500 words or less, address how this experience will ensure *guidance for learners* through the fulfillment of Requirement and Objective 2 of the Applied Learning Experiences Framework**:

    Requirement:
    Experiences are intentionally designed to develop professional, technical, personal and/or interpersonal skills. These learning outcomes and competencies are supported and assessed.

    Objective:
    Guidance: After purposeful development of the experience, learners receive guidance from mentors, instructors, advisors, site partners, and collaborators who respond regularly to learner engagement, support self-reflection and integration of learning through the experience and promote goal setting for future learning. *

    Please enter at most 3500 characters

24. **In 500 words or less, address how this experience will ensure *purposeful experience, active engagement, and critical reflection* through the fulfillment of Requirement and Objective 3 of the Applied Learning Experiences Framework**:

Requirement:
Experiences incorporate purposeful experience, active engagement, and critical reflection. The learner is responsible for the sharing and communication of new understandings and the application to new situations.

Objective:
Purposeful Experience: The learner engages in intellectually adventurous experiences that are connected to a community. The authenticity of the experience provides both relevance and application beyond the current experience.

Active Engagement: The learner exercises independent judgment in defining and/or executing the experience. The learner takes ownership of the process and outcomes, including developing a sense of being and collective understanding.

Critical Reflection: Learners are supported through meaningful and ongoing self-reflection, helping them make connections between their knowledge and practice, including ethical implications. When appropriate, group reflection is used to support community understanding. *

Please enter at most 4000 characters

25. **What risk management considerations do you foresee? What risk management supports will this experience require?** *

Please enter at most 3500 characters

26. **I understand that if I am awarded this grant, I agree to the following minimal timeline:**

January 2026: Funds Awarded

Spring 2026: Course designed

Fall 2026: Course submitted to curricular review process

February 2027: Course is approved through shared governance process with ALE Course tag

Catalog Year 2027-28: Course is offered *

○ Yes

○ No

Microsoft Forms