Provost Grant Application: Frequently Asked Questions

Q. What kinds of compensation can faculty receive through this grant?

A. In situations where taking on an immersive learning course or undergraduate research project changes your teaching schedule, you may be eligible for a buyout, overload, or, in rare cases, a stipend. As an immersive learning instructor, load change options may include:

- Creating a new course in exchange for one that you were scheduled to teach (a one-for-one swap, no compensation)
- Adding a new course to your current teaching load and receiving compensation
- Taking on additional prep or co-teaching responsibilities in order to implement or assist with an immersive learning project.

If immersive learning or undergraduate components are planned for a course that would have been a part of your normal teaching load, you are not eligible for a buyout or compensation because that course was already a part of your teaching commitment. See Buyouts, Overloads & Stipends PDF for more information. Keep in mind these statements are general guidelines and procedures can vary by college, department, and the number of students. Please consult with your chair when planning potential load changes.

Q. Can our department hire a coordinator or a contract faculty using Provost Grant Funds?

A. Immersive coordinators and new faculty lines are not funded under this program. Faculty seeking overloads must have approval of their department chairs. Buyouts must be commensurate with university policy.

Q. Can our department hire undergraduate or graduate students using Provost Grant Funds?

A. Undergraduate students are typically involved in immersive learning projects through course credits and not for pay. Funds for graduate assistants may be granted in some cases if the project warrants the assistance and the graduate student role is clearly defined. To learn how you can calculate a stipend for a graduate student, see the University’s Minimum Stipend Policy.

Q. Should we factor in funding to reimburse student travel and supplies?

A. In most cases, the students should be reimbursed just as faculty are reimbursed. There may be special cases in which funding for out-of-state or international trips would need to be supplemented/provided by students.
Q. If my proposed project requires travel or purchasing, how is that arranged and by whom?

A. Travel or purchasing may be arranged through the faculty member’s home department. In some cases, intensive project management and logistics may be handled by staff in the Office of Entrepreneurial Learning. If you have concerns about departmental workload related to travel or purchasing, please contact the Office of Entrepreneurial Learning in advance of submitting your proposal.

Q. What is university policy about faculty compensation?

A. Under certain circumstances, employees are limited by the amount of compensation they can earn during a given period. For more information on faculty compensation, see Ball State’s Supplemental Compensation Policy.

Q. Does the Provost Grant provide specific guidance if we also have an external contract with the community partner? Or, do I work Sponsored Programs Administration as if I were doing the project on my own?

A. If you are receiving partial funding through a community partner contract or grant, please contact Suzanne Plesha or Kelli Huth for more on this process, so arrangements can be made with Sponsored Projects Administration.

Q. Are projects and applications led by one or more faculty allowed? Encouraged?

A. Yes and yes! Projects led by more than one faculty, especially in different disciplines, are rich experiences for student participants. We encourage multi-disciplinary projects whenever possible.

Q. What happens if a project receives funding, but then loses its community partner?

A. If a community partner drops out of a project and no other suitable partner can be identified prior to the beginning of the class, funding may be postponed to a new semester. If no other partner can be identified, the funding will be cancelled.

Q. I am thinking of applying for Provost Grant funding. Is there a target range for budgets that I should keep in mind?

A. We ask for budgets that closely align with the project’s student learning outcomes; however, given the range in student numbers and course credits offered, it is difficult to define a range suitable for every project. Over time, the average award has been less than $18,000 per project. Projects of less than $2,000 should be directed to the College Mini-Grant Program. Please contact your President’s Fellow assigned to your college for more information on the mini-grant program.