NetVUE Professional Development Awards

Invitation for Applications
Deadline: March 20, 2020

The Council of Independent Colleges (CIC) invites colleges and universities that are members of the Network for Vocation in Undergraduate Education (NetVUE) to apply for a Professional Development Award in the amount of $5,000 to $10,000 in support of on-campus professional development activities for faculty and staff members to deepen the intellectual and theological exploration of vocation. This initiative is administered by CIC with the generous support of Lilly Endowment Inc.

The Opportunity

Colleges and universities that are members of NetVUE are already committed to campus activities that encourage vocational exploration by students. Many NetVUE campus leaders have observed, however, that supplemental funding at even modest levels to support opportunities for the professional development of staff and faculty members would enable their institutions to strengthen vocational exploration programming for students. In an era of careful institutional budgeting, operating funds are not always available for such opportunities. NetVUE Professional Development Awards seek to address this need.

The Council of Independent Colleges is grateful to Lilly Endowment Inc. for its generous support of this program.
NetVUE Professional Development Awards may be requested in amounts ranging from $5,000 to $10,000 for use over one year for activities that enhance the knowledge, skills, capacity, and expertise of staff and faculty members in support of vocational exploration and discernment among their students. Funds may be used for a range of purposes, but some expenses are ineligible for grant support; for details, please consult the Grant Budget Guidelines document on the NetVUE website.

Examples of programs that might be considered include:

- Materials, speakers, and/or refreshments for a gathering of faculty and staff leaders who read and discuss key texts to expand vocational vocabulary and frameworks;
- A cabinet-level retreat for senior administrators to consider more deeply the intellectual and theological resources that support the institution’s mission and identity; and
- A series of workshops in which campus leaders learn about effective strategies for advising and mentoring students in vocational exploration and discernment.

Grants will be awarded based on proposals that explain (a) the professional development needs and their relationship to the ongoing vocational exploration program of the institution, (b) the purpose and plan of proposed activities, and (c) the ways this NetVUE-supported program would enhance the institution’s capacity to support vocational exploration and discernment efforts after the grant period.

**Eligibility and Funding Timeline**

All NetVUE member colleges and universities are eligible to apply for funding, provided that they will not hold a NetVUE Vocation across the Academy Grant or Program Development Grant during the 2020–2021 academic year, and that any previously-held NetVUE Professional Development Award was concluded by June 30, 2015. In the first six rounds of NetVUE Professional Development Awards, CIC awarded grants to 103 NetVUE member institutions. In this seventh round, up to 30 NetVUE member institutions may receive awards. The application deadline is **March 20, 2020**. Decisions will be announced by June 15, 2020, with funds dispersed soon thereafter for use between July 1, 2020, and June 30, 2021. Spending must be completed by June 30, 2021.

**Expectations of Grant Recipients**

If awarded a NetVUE Professional Development Award, the institution will agree to:

- Submit final narrative and financial reports to CIC by August 31, 2021, which describe the outcome of the project and reflect on the effectiveness of the initiatives during the grant period;
• Permit the inclusion of information about its professional development initiative in CIC and NetVUE publications;

• Be willing to share at future NetVUE Conferences and gatherings what the institution has learned through its grant-supported activities;

• Identify the funded activities as supported by the Council of Independent Colleges and Lilly Endowment Inc. in all project materials and publicity;

• Maintain membership in NetVUE throughout the grant period; and

• Send a campus team headed by the president, chief academic officer, or another officer at the vice-presidential level to the 2021 NetVUE Conference.

Application Guidelines

Proposals should be submitted online as a single document and consist of the following components:

A Brief Public Description of the project (five sentences maximum), which will be posted on the NetVUE website if the project is funded. Examples may be found in the listings of previously-awarded Program Development Grants and Vocation across the Academy grants on the website.

A One- to Two-Page Narrative that provides sections that correspond to the following points:

• A description of professional development needs and their connection to the institution’s vocational exploration efforts;

• A statement of project goals and objectives that can be referenced and assessed at the end of the grant period as a basis for evaluating project success;

• A description of proposed activities to be undertaken during the grant period, as well as proposed resources and materials to be used in this effort;

• A statement of how the institution will benefit from the professional development initiative after the grant period; and

• A statement of the institution’s willingness to share at future NetVUE Conferences and gatherings what the institution has learned through its grant activities.

A One-Page Project Timeline and Roster of Project Leaders

A One-Page Budget that describes the main expense categories, including programmatic expenses, faculty and staff stipends or released time, honoraria for speakers, meals and travel for meetings, and costs of materials and supplies. The budget also should describe the institution’s financial support of this project. Please refer to the Grant Budget Guidelines.
document on the NetVUE website, which includes answers to frequently-asked questions and a sample budget.

A Letter of Support from the president or chief academic officer indicating the institution’s support for this effort. The letter also should state the institution’s commitment to continue NetVUE membership throughout the grant implementation period and to send a campus team headed by the president, chief academic officer, or another officer at the vice-presidential level to the 2021 NetVUE Conference.

**Application Deadline**

The application deadline is **March 20, 2020**. Proposals should be submitted electronically with supporting materials as a single document at [www.cic.edu/NetVUEawards](http://www.cic.edu/NetVUEawards). Only applications submitted electronically will be considered.

**Questions?**

Questions about NetVUE Professional Development Awards should be addressed to Lynn Hunnicutt, assistant director of NetVUE, at lhunnicutt@cic.ncbe.edu or (253) 535-7644, or to David S. Cunningham, director of NetVUE, at dcunningham@cic.ncbe.edu or (616) 395-6750.