**Office of Experiential Education**

**ExEd Program Development Grant – Proposal Template**

Please complete the following template, deleting all instructions before submission. Email this completed proposal to [exed@purdue.edu](mailto:exed@purdue.edu). **Proposals are due by October 11, 2024**.

**Project title:**

**Identifying information for submitting author** (name, title, unit, email):

**Identifying information for any co-authors** (name, title, unit, email):

**Select the grant you are seeking:**

Mini grant ($3K – 5K, no cost sharing)  Major grant ($25K – 40K, cost sharing)

**Program abstract** (Maximum 75 words)

Provide a short description of your project that can be used in promotional materials for a wide variety of audiences.

**Program identification** (up to 1 page)

Identify and describe the experiential education (ExEd) program for which you are seeking funds. Be sure to indicate if the program is currently in operation or if it is under development. Also describe the population of students served by the program and how student participation in this program is a valuable part of a Purdue education.

**Project description** (1-2 pages)

Describe the specific activities you will undertake with this grant support. Please comment on what expertise and other resources you can bring to bear on this project, the anticipated timeline for the project, and how you will evaluate the success of the project.

**Definitional alignment** (1/2 page)

The Purdue definition of experiential education is ***a planned pedagogy centering on an authentic experience to strengthen students’ knowledge, skills, and abilities, paired with student reflection***. Please describe how the ExEd program to be funded aligns with this definition, or how the funding requested would bring the program into alignment with this definition. Be sure to include all three parts of the definition (planned pedagogy, authentic experience, student reflection). Our [FAQ page](https://exed.purdue.edu/faq.php) is a good resource for additional explanation of Purdue’s ExEd definition.

**Budget and brief justification** (up to 1 page)

Provide the budget in the form of a brief table of expenses. In narrative form, explain the expenses listed in the table. ***For major grants only***, confirm in this section that you understand that 1:1 cost sharing is required. Describe the plans for the cost sharing, including whether the money is now secured or still being sought.

**References or Works Cited** (up to 1 page)

List any references cited in the proposal.

**Condensed CV for each author** (2 pages per author)