**Honors Course Development Grant**

**2025 Application Form**

**Application Deadline: 5pm, Friday, December 1, 2025**

* You MUST use this form to submit your proposal. Please refer to our [course development grant webpage](https://honors-scholars.osu.edu/faculty-resources/honors-resources/honors-course-development-grants) and the [guidelines for developing honors courses](https://honors-scholars.osu.edu/sites/default/files/documents/Honors%20Course%20Proposal%20Guidelines.pdf) for a full explanation of grant criteria and expectations before completing this form.
* Please compile all documents into one PDF document before submitting. If you do not have Adobe, you can obtain it from the OTDI’s website here: <https://it.osu.edu/software>
* Be sure to utilize the Checklist at the end of the Application. Incomplete proposals will not be evaluated.

**A. Grant Application Narrative – Specific Proposal Criteria** maximum 10 pages double-spaced. Please paste your narrative sections here after each numbered section

1. **Course Description:** General description of the course such as title, objectives, and target audience.
* Course number (if applicable), faculty/instructor contact.
* What are the title, objectives, and content of the proposed credit-bearing undergraduate course?
* What Honors students would this course target for enrollment? (e.g. GE, 1st-year, 3-4th year, particular major) and what would be the approximate enrollment cap
* Attach a draft/tentative course syllabus (only if you’ve already taught this course as a non-Honors course, or an Honors embedded course (E) that you want to redesign for designated Honors (H) – otherwise please skip this step.
1. **Honorific Experience:** How do you envision providing an Honorific experience that develop academic capacities that may be transposed to other courses and contexts throughout a student’s academic career. How will the course…
* provide high-level content with the objective of higher-order thinking in comparison to a non-Honors course?
* include principles and characteristics of high-impact practices?
* ask students to connect their learning in the course to other topics within the discipline and beyond?
* augment student communication skills using modalities that are inclusive relative to the intended audience?
* allow students to demonstrate intellectual, interpersonal, and cognitive skills?
* promote the connection of learning in a course to skill development, personal development, and career development?
1. **Assessment:** Provide a short description of a planned assessment strategy for this course. This strategy should include the following details:
* How will you know if your course is successful? Include information about specific goals and metrics.
* Are students involved in the assessment? Do they supply data, or participate in instrumentation?
* Future plans: How will data be used once it is compiled and analyzed? (for improvement, publications, etc.)
* Any other supporting information, including previous research or academic theory that supports your evaluation question and assessment plans.
1. **Sustainability:** Describe plans for sustainability and departmental support on a continuing basis. You should consider things like:
* Are enough students interested in this topic to create an entire course?
* Will my chair and department support offering this small class section regularly?

**Budget** Please use the table below to provide a brief budget. Examples of permissible uses of grant funds include:

* Compensation of faculty/student/staff time for development of the course
* Purchase of reusable equipment or supplies

|  |  |
| --- | --- |
| **Budget Items** (insert additional lines as needed) | **Estimated Cost** |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total Amount Requested**  |  |

**Budget Narrative**: Provide a brief explanation of listed expenses and how they are related to the course development. You may also list any matching funds, as well as potential funding/resources that will help the course continue to be offered after the grant funding is used.

**Grant Application Checklist** Please use the following checklist to ensure that your application is complete. Grant materials should be compiled into one PDF in the order listed below. Incomplete proposals will not be evaluated.

[ ]  Specific Proposal Criteria for Course Development Grant including the following sections

* Course description
* Honorific experience
* Assessment
* Sustainability

[ ]  Budget

[ ] Other Attachments (please list):

**To Complete Application**

**[ ]  Combine ALL of the above** into **one PDF document** and submit [via Qualtrics](https://osu.az1.qualtrics.com/jfe/form/SV_4IcVueipe2onDyC) no later than 5pm Friday, December 1, 2025.

**NOTE:** Any non-electronic documents should be scanned and added to your Qualtrics survey documents. Separately submitted documents will not be evaluated with your proposal. If this poses a significant problem for you, please contact OTDI or your local IT support unit for assistance.

Thank you for your submission!

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