

Curriculum Grant Tips

- Create your responses in Word then copy and paste them into the response boxes.
- If you use Word, avoid using tables or text formatting because you'll use up the limited characters available for your responses.
- If you're working on a group grant, the lead developer is the only person who will be able to fill out the grant form. So, members of the group should use Word to develop the grant responses prior to the lead developer completing the online application.
- You can save your application as a draft then edit your responses up until the final submission date on March 7.
- In the case of group grants, only the dean and vp for instruction of the lead developer will need to approve the grant.
- Faculty are responsible for getting approvals by the published deadlines. You will be able to see the approvals by viewing your grant online.
- Your grant is not officially submitted until you click the "Submit" button by the published deadline.