The Nanovic Institute for European Studies

One-Credit Course Grant

**Purpose:** The One-Credit Course Grant supports the enrichment and internationalization of Notre Dame’s course offerings by non-tenure-track faculty in its colleges and library. Preference will be given to courses that are focused on issues of importance to European studies.

**Deadline(s):** None. Applications will be accepted at any time during the academic year until the total funds are allocated. Applicants should apply with sufficient time to ensure that the course can be listed in the course catalog before student enrollment.

**Maximum Award:** $1250 or maximum amount stipulated by the relevant college, plus $750 towards approved materials. (Total award cannot exceed $2,000.00). These funds compensate non-tenure track faculty for their efforts in creating and executing a one-credit course and for the costs of their materials.

**Number of Awards:** Multiple. Grants will be awarded based on merit until allocated funds for the fiscal year have been exhausted.

**Eligibility:** Applicants must be non-tenure track (SPF) faculty of the University of Notre.

**Application Guidelines:** All parts of the application should be typewritten or computer-printed. A complete application must include the following:

- The applicant’s current contact information (including a mailing address).
- A cover letter describing the course including its bearing on contemporary Europe, confirmation that a host department approves and will facilitate and administer enrollment, an official course number, and any plans for advertising or promoting the course.
- A tentative syllabus for the course.
- A budget in U.S. dollars that includes the expected costs of materials for the course.
- The applicant’s current curriculum vitae.

Complete applications may be submitted by email to the assistant director at mcaro@nd.edu, or delivered in person or mailed to One-Credit Course Grants, c/o The Nanovic Institute for European Studies, 211 Brownson Hall, Notre Dame IN 46556.

Complete applications will be considered by the assistant director, and decisions will be announced in writing within three weeks of submission. Please note that application materials will not be returned.

**Requirements of the Grant:** The Nanovic Institute requests recognition as a sponsor of the one-credit course on the syllabus and in any publicity related to the course. After conducting the course, grant recipients must provide the Nanovic Institute with a brief letter about the course, including a final budget showing how the funds were allocated and, if feasible, at least one digital photograph related to the course. The Nanovic Institute would also appreciate the inclusion of any comments available from the students about their course experience. The letter


and photographs should be emailed to the Nanovic Institute within a reasonable time after the completion of the course. Unless permission is expressly denied, the Nanovic Institute may share quotes from the letter and any photographs with its supporters.

**Terms & Conditions:** Once awarded, the funding must be used for the One Credit Course as proposed in the application (to the best of the recipient’s ability).

Combined funding from this grant and other sources may not exceed the course’s total budget, and recipients must promptly inform the Nanovic Institute of additional funding received at any point from application submission through completion of the initiative. Recipients must return any transferred, unspent funds if the course is cancelled. Any excess funds should also be returned to the Institute.

**Questions?** For further information about the One-Credit Course Grant, please contact the Research Development Coordinator at the Nanovic Institute by emailing mcaro@nd.edu.