

**COVID-19: The Ultimate Public Health Challenge**

**Grant Application Instructions**

The League for Innovation in the Community College (League), in collaboration with the Association of Schools and Programs of Public Health (ASPPH), aims to enhance curriculum surrounding COVID-19 as it relates to the pandemic as a public health challenge. To launch this effort, the League is encouraging community college faculty to develop and integrate curriculum specific to COVID-19 into existing courses. Curriculum can be infused into a variety of disciplines with a focus on how the pandemic has impacted these fields and careers associated with them. In addition, curriculum should address approaches to expanding public health education in community colleges as well as career opportunities within public health.

Please note: All grant-funded teaching materials will be posted on the League’s website for other faculty to use or adapt for use in their courses, free of charge.

**Application Instructions**

To ensure successful completion of the grant application, please use the following instructions to guide your application.

*Application process.* Ensure that all sections of the grant application are completed fully and appropriately, a letter of support is included, all required signatures are obtained, and the application is received by Judy Greenfield at greenfield@league.org by the due date.

*Letter of support.* A signed letter of support is required for all grant applications. The letter of support should be written by an executive leader within the institution (i.e., dean level or above). The intent of the letter of support is to ensure institutional support and awareness of the COVID-19 curriculum development project and understanding that curriculum materials developed with grant funds will be made available to other faculty on the League website.

*Project summary*. The grant application requires a complete summary of the proposed curriculum. The summary must include how the curriculum will address COVID-19 as a public health issue within the context of the course or program, as well as increase student awareness of public health programs and careers in the context of the course or program. The desired student learning outcome(s) must align with the learning objectives/curriculum impact.

*Project timeline.* The application requires a detailed project timeline with milestones for event planning, implementation, and evaluation. The project plan should be realistic and feasible to be successfully implemented during the Spring 2021 term.

*Budget.* The application requires a budget that includes a complete itemized cost breakdown of associated expenses. The projected costs should be directly linked to curriculum development learning outcomes and/or objectives. The grant amount is $500. If the total budget exceeds $500, the application must include a clear explanation on how the remaining costs will be covered and a letter of support for covering these costs (this may be included in the letter of support for the application).

*Sustainability.* The application requires a brief summary of how the project might evolve or be sustained in the future.

*Evaluation.* The application requires a summary of how the success of the curriculum will be evaluated. This includes any qualitative or quantitative assessment tools/processes (e.g., assessment of student learning outcomes, impact of curriculum, process and outcome evaluation measures, peer review, etc.).