



## **2025-2026 Instructional Excellence Fund for Lecturers, Senior Lecturers, & Principal Lecturers**

### **Program Purpose**

The Radow College Instructional Excellence Fund for Lecturers, Senior Lecturers, and Principal Lecturers supports professional development for Radow College faculty on the non-tenure track. It funds instructional activities and professional development activities directly connected to student success and the faculty member's instructional responsibilities.

### **Eligibility**

Qualifications: Applicants must hold the rank of Lecturer, Senior Lecturer, or Principal Lecturer in the Radow College.

Preference: Preference will be given to applicants who have not received support from this program over the last year.

Limit: There is a limit of one award per faculty member per fiscal year.

### **Allowable Expenses**

Funding Limit: \$1,000

Fundable Activities: Funding may be requested to support the faculty member's instructional responsibilities and professional development. Examples include attendance / presentation at a workshop or conference; purchase of items that have clear professional, instructional, and/or student success purpose; and participation in special teaching activities.

### **Application Procedure**

Procedure: Applicants must complete the application form and route it through DocuSign to obtain the signature of their chair/director. Completed applications should be emailed to Greg Paul ([gpaul11@kennesaw.edu](mailto:gpaul11@kennesaw.edu)).

Attachments: If making purchases, applicants should work with their department staff members to obtain confirmation the purchase is an allowable expense, per KSU and USG policy. Documentation of the confirmation must be included with the application.

### **Award Process**

Applications will be reviewed on a rolling basis as funds remain. Requests for funding are accepted through Friday, January 23, 2026.

### **Funding Expenditure**

Awarded funds must be expensed during the fiscal year in which they are given and must align with all college and university deadlines and policies.



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**Request for Funding**

Name:

KSU ID:

Position:

Email:

School / Department:

Director / Chair:

Amount Requested:

Rationale (Max 150 words):

Itemized Budget:

Item	Expense	Explanation
<b>Total</b>		

\_\_\_\_\_  
Applicant's Signature & Date

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Chair/Director's Signature & Date