



## Association of Leadership Educators 2023-2024 Mini-Grant Application Information

### Program Objective:

The Association of Leadership Educators (ALE) invites ALE members to apply for a limited number of small grants to support new initiatives that advance the ALE vision of the exchange and development of quality ideas, scholarship, and practice that impacts the field of leadership education.

### Program Description:

***The Mini Grants program is intended to provide seed money to establish new programs (not for ongoing initiatives). An extension or new direction of an existing program could be considered for funding, if it is clearly demonstrated that the proposed change is significant. This year's submissions can range on any topic. However, in continuation of ALE's focus on the organization's values of supportive and inclusive community, collaboration, curiosity, and rigor, your submission should include how this proposal will align with one or more of these values in its efforts.***

Individuals may request up to \$1,500 to cover costs associated with the project or program. The ALE does not provide overhead support or indirect costs to institutions or other entities assisting in administering the award. The total amount of funds awarded through this program will be based on available ALE resources. The ALE awards committee will review the proposals and make funding decisions.

### Eligibility:

All current, dues-paid ALE members are eligible to apply. Applications from all leadership education specialization areas are eligible.

### Expectations:

Grant recipients are expected to fulfill the following requirements:

- Complete the project that is approved for funding.
- Remain an ALE member in good standing for the duration of the project.
- Participate in an ALE webinar showcasing mini grant recipients.
- Submit a final project report to the ALE Board.
- Consider submitting a proposal for a poster or oral presentation at the 2024 ALE conference



## Proposal Components:

Proposals consist of three parts: cover sheet, narrative, and budget.

1. **Cover Sheet** - The proposal must include a cover sheet with the proposal title, contact information of requester (name, title/affiliation, address, phone, email), and a short project description (200 words max).
2. **Narrative** - The narrative (2-4 pages) should include the following information:
  - a. Statement of project objectives as they relate to the ALE mission and the National Leadership Education Research Agenda.
  - b. Project personnel, including organizational affiliations.
  - c. Description of specific activities and how results will be shared with appropriate audiences.
  - d. Statement of anticipated impact/benefits and importance to leadership educators AND how efforts align with ALE's values.
  - e. Proposed timeline.
  - f. Plan for evaluation of outcomes.
  - g. Additional material may be included as appendices, if it is essential to explaining the proposal.
3. **Budget** - Please specify direct costs to be incurred. The budget should include all project-related expenses, and include sources of any matching funds.

**Proposal Deadline: October 25, 2023**

## Expenditure and Reporting Requirements:

Notification of awards will be made by December 1, 2023. The intent is that awards will support activities to begin by January 2024 and completed or have made significant progress before the next ALE conference (**Summer 2024**). Grant recipients are encouraged to submit a conference presentation proposal that highlights the project activities. The proposal may indicate that it is highlighting a project of the ALE mini-grant program, but it must meet all of the standard requirements for ALE conference proposals. A final report is requested upon completion of the project or within one year (November 2024).

## Questions?

Please contact: Jason Headrick [jason.headrick@ttu.edu](mailto:jason.headrick@ttu.edu) or Anna Whitehall [awhitehall@wsu.edu](mailto:awhitehall@wsu.edu),  
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