

**CENTER FOR RESEARCH ON LEARNING AND TEACHING (CRLT)**  
**GILBERT WHITAKER FUND FOR THE IMPROVEMENT OF TEACHING**  
Chairperson Evaluation Form

**Evaluation Instructions:** The attached grant proposal has been prepared by a member of your department. After reviewing the proposal and budget sheet, please evaluate the proposal from your department according to the instructions below and sign this document in the box at the bottom of this form.

- For your reference, the call for proposals can be found on the Whitaker website: <https://crlt.umich.edu/grants/gilbert-whitaker-fund-improvement-teaching>
- Please return your signed evaluation form to us via email: [crltgrants@umich.edu](mailto:crltgrants@umich.edu)
- We ask that you return the evaluation form to CRLT **by 4:00 p.m. on Tuesday, January 14, 2025.**

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**Proposal Title**

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**Name of Proposal Applicant**

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**Academic Rank**

1. **Priority:** Given the **teaching-related needs** within our department, the **potential impact** of this project on these needs, the **general quality** of this proposal, and the **probability of project completion**, I would give the project the following rating:

2. **Departmental Support:** Departmental/Institutional resources, structures, and related factors are in place to support the proposed project.

3. **Budget Justification:** If the proposal includes monies for faculty summer salary, does the applicant have the capacity to carry out the project activities?

4. **Additional Comments/Information** (700 characters max):

5. **Appointment Verification:** The following applies to Lecturer applicants only.

I, as Chairperson or designee, confirm that this proposal is being submitted by a Lecturer who has

a continuing appointment on the Ann Arbor campus of the University of Michigan; and

course development responsibilities (i.e., an assignment from the dean, chair, or designee to develop a new course or significantly revise an existing course).

**Chairperson/Dean**

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Printed)

**Department/School/College**

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