

Blumenthal Guidelines

- Travel:
 - Travel must be directly linked to an already developed area of study so that it can be focused and most productive;
 - Travel grants out of the country will be limited in number due to the large proportion of funds allocated;
 - Each request will be reviewed separately for relevance to the existing curriculum;
 - Grant allocation for travel will be capped at \$2000;
 - After travel, suitable documentation or use of what was learned must be provided in the form of a report, curricular plan, etc.

- Course Development:
 - \$25 an hour rate;
 - Options
 - cap at \$800 (32 hours) with materials to be purchased from that amount or class budget
 - \$550 (22 hours) plus cap of \$250 for materials.
 - Syllabus or other supporting documentation at end

- Curriculum Coordination:
 - \$25 an hour rate
 - record of days/hours worked and folks present to be provided
 - cap at \$500 per person (20 hours)
 - report prepared at the end

- TR Travel
- CD Course Development
- CC Curriculum Coordination
- IS Independent Study
- WS Workshop
- CCD Collaborative Course Development