

**DEPARTMENT CHAIR'S LETTER OF SUPPORT  
VITAL MINIGRANT PROPOSAL 2024-2025: TEMPLATE**

**Applicant Name (First, Last):** \_\_\_\_\_

**Department/Academic Program:** \_\_\_\_\_

**Applicant Name (First, Last):** \_\_\_\_\_

**Department/Academic Program:** \_\_\_\_\_

**Title of Grant Project:** \_\_\_\_\_

Please use the following template to provide feedback on the proposed instructional grant project.

<b><i>The proposed project . . .</i></b>	<b>Yes</b>	<b>No</b>
aligns with University learning goals.		
advances the educational goals of the department.		
has a significant impact on the students' learning experience.		
presents a new teaching approach for the faculty and/or department		
will be sustained, i.e., offered on regular basis with appropriate level of student enrollment		
requires additional resources from the department.		
<i>New course development only:</i> outlines why/how the new course is important to the department curriculum and establishes potential for sustainability, i.e., continued offering and student enrollment.		

**LEVEL OF SUPPORT:**

\_\_\_\_ Support without Reservation    \_\_\_\_ Support with Reservation:    \_\_\_\_ Do Not Support

**Please elaborate:**

**Department Chair's Signature:**

**Date:**

\_\_\_\_\_

\_\_\_\_\_

Please submit the completed Letter of Support (PDF) directly to the VITAL office at [vitalinfo@villanova.edu](mailto:vitalinfo@villanova.edu) by Friday, March 15 at the latest. Thank you!