**VCCS Chancellor’s Commonwealth Professorship**Application Narrative

Please complete each of the sections below, being as detailed as possible. Upload this document when prompted as part of the [Chancellor’s Commonwealth Professorship Online Application](http://www.vccs.edu/careers/office-of-professional-development/awardsscholarships/chancellors-commonwealth-professors-program/chancellors-commonwealth-professorship-application/).

**Applicant Information**

Full Name:

VCCS College/Agency:

Years Applying For (e.g. 2017 – 2019):

**Application Narrative**

1. Reasons for applying for the Chancellor’s Commonwealth Professorship Program (Note: applicant should also include professional achievements and contributions in teaching and learning)
2. Specific proposal for a self-directed project of personal and professional development related to community college teaching and learning, to be conducted during the appointment period (2 academic years)

	1. Purpose and Need. Statement of the project purpose and objectives, a clear statement of the problem to be addressed by the project, and the need for what is being proposed (Note: this may be the most important aspect of the proposal. A clear understanding of what needs to be done and why is vital to positive consideration.)
	2. Background. This section provides a review of the background information that promotes an understanding of the problem. Include preliminary or prior research conducted in the area (to include work already conducted/accomplished by the candidate), and an explanation of how this project will successfully address the problem. The applicant should demonstrate command and currency of the literature, research, industry, and/or data, and should avoid duplicative work.
	3. Description of Plan. The heart of the proposal is the description of what the writer proposes to do. This is the substance of the proposal, and must be concisely presented in a clear and logical manner. The description of the project plan includes timelines, logistics, milestones, methods, performance standards, evaluation measures, equipment and supplies needed, travel, faculty and staff engagement and knowledge-sharing plan, deliverables, etc. Requirements will vary according to project focus, but the candidate should anticipate and answer reader's questions.
	4. Outcomes. Include a clear and concise list of project results, outcomes, and deliverables if funded.
	5. Benefits. Benefits of supporting this project for the individual, as well as to VCCS faculty, staff, administrators, and students should be clearly indicated. Applications that clearly link project outcomes and deliverables to measurable student success outcomes will be positively received.