



Office of Learning and Information

Technology

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2008-2009 Curricular Redesign Grant Program: Enhancing Teaching and Learning with Technology

Request for Proposals

The UW System Administration and the Learning Technology Development Council (LTDC) seek proposals:

- for projects that will advance the innovative use of technology for teaching and learning, and/or;
- for proposals related to faculty and instructional development in the effective use of technology in teaching and learning.

Funding will support collaborative multi-institutional projects within and across disciplines.

Areas of Program Emphasis

The Curricular Redesign program will support proposals focusing on technology-related initiatives in faculty and/or curricular development. Grants addressing the following themes are especially encouraged and will receive preference:

- Formative and summative assessments of student learning outcomes in the application of technology for teaching and learning;
- Student engagement through meaningful interaction (e.g.: Student Learning Communities, small group work, team-based learning, collaborative work, active learning techniques, critical thinking);
- Collaboration and sharing of best practices and materials across campuses for demonstrably effective instructional technology use;
- Discipline-specific regional or statewide discussion/conferences to build connections, identify best practices, provide opportunities for collaboration, and explore potential future projects;
- Innovative instructional uses of new and emerging technologies;
- Bridging the Digital Divide.

Additional project topics are welcome and will be considered.

About the Curricular Design Grants

Faculty and academic staff at all UW institutions are eligible to receive funding. Funding levels will depend on the scope of the project proposed, including the number of institutions and individuals involved. We anticipate funding several projects. **Proposals are due on or before 5 pm March 7, 2008** (electronically submitted) for projects that will be funded fiscal year 2008-2009.

PI's should consult and discuss their proposals with their LTDC rep early in the planning process for a preliminary opinion as to whether this RFP is appropriate for their proposal.

Project Duration

Project funding is for the 2008-09 *fiscal* year. Please note that this means funding will run from July 1, 2008 to June 30, 2009. Budget and personnel schedules should be planned accordingly. **CRG funds cannot be carried forward past the 2008-2009 fiscal year.**

Project Enhancements

The likelihood of funding will be enhanced if proposals integrate other relevant UW System initiatives, such as Scholarship of Teaching and Learning, Plan 2008, Status of Women, Technology and Learning, and/or Work/Life Issues, and include strategies for project continuity, such as the meaningful exploration and securing of extramural funding. Projects that are selected will exhibit sound instructional design principles and a well-developed assessment strategy.

Proposal Componentsⁱ

- I. **Cover Pages** (See Appendix).
This should include the Cover, Summary and Signature sheets. The signature sheet must include signatures from the appropriate Provosts, Deans, and Department Chairs from each institution. Proposals must include the signature of the LTDC representative from each campus involved in the grant proposal. (Please note: Because you will be submitting your proposal electronically, you can send PDF files with copies of the appropriate signatures electronically with the proposal or fax the cover page with the necessary signatures. The preferred method for signature submission is PDF).
- II. **Abstract.**
Maximum length 300 words.
- III. **Project Narrative.**
Maximum length: five double-spaced pages, with a 12 point font.

The narrative *must* include the following sections:

- a. **Statement of Need/Problem.**
The proposal must clearly describe the problem/issue to be addressed during the project, and why it is important to address the problem/issue, particularly as it impacts students learning. Indicate how the proposed project will relate to and enhance existing efforts. Where appropriate, describe the innovative nature of the project. Include total number of courses, students, faculty, departments, and campuses affected by the project proposed.
- b. **Activities & Work Plan**
 - i. Description of significant project activities.
 - ii. Identification of collaborative partners from each participating institution and a description of their role and contributions to the project during the planning, implementation, and evaluation phases.

- iii. Include a work plan that lists all major activities. Include a realistic timeline and identify (by name and/or position), the individual who will lead/facilitate each of the activities.

c. **Project Outcomes and Evaluation**

Clearly identify the intended outcomes of the project. Outcomes should address the *Statement of Need* and be specific, measurable, and attainable. Include a detailed plan for evaluating the project outcomes as well as the efficacy of major activities. The plan should include formative and summative evaluation.

d. **Dissemination.**

Award recipients are expected to disseminate project results on their campus. In addition recipients are encouraged to communicate projects across the UW System, regionally, nationally, or through the web. Describe how you plan to communicate your progress and outcomes within your institution, the UW System, and to other institutions and organizations (such as professional societies, digital libraries etc). Include in your plan a commitment to submit a report of project outcomes to the Office of Learning and Information Technology by August 31 2009.

IV. **Budget and Budget Narrative**

You must include a detailed budget narrative, in which you clearly describe and justify each item of the budget in relation to the proposal. For example, if you include release time for faculty and/or staff, explain their activities during the funding period. In addition, include a completed budget form (available at <http://www.uwsa.edu/olit/ltdc/crbudget.xls>).

V. **Funds** may be requested for the following expenses:

- o UW faculty/staff release time, overload, or summer contracts (you must include fringe benefits for UW faculty and staff)
- o Student help, graduate assistants (include fringe benefits for UW support staff)
- o Travel for planning meetings and dissemination
- o Conference organization expenses may include honorarium, travel expenses, and materials
- o Software, supplies and expenses

Institutional match is not required.

VI. **Condensed, One-page Curriculum Vitae for principal investigator and major project partners.**

Review Process

A review team consisting of the Learning Technology Development Council Executive Committee and representatives from UW System will assess the proposals and make funding recommendations to the Senior Vice President for Academic Affairs, UW System Administration.

Forms and Reports

A cover page, project summary, and sign-off form including signatures from the appropriate Provosts, Deans, and Department Chairs and the LTDC representative from each institution must be included. Refer to the Proposal Component Section I for details.

A budget form accompanies this RFP and should be used to calculate the project budget. It should be submitted along with the proposal.

A final report of the project outcomes must be submitted to the Office of Learning & Information Technology at the conclusion of the project, but no later than August 31, 2009. Refer to the Proposal Component Section III-d for details.

Timeline

October 19, 2007	UW System Administration sends RFP to institutions
March 7, 2008	Institutions submit proposals to UW System Administration by 5pm ⁱⁱ
May 2, 2008	UW System Administration notifies institutions of grant awards
August 31, 2009	Final reports due to UW System Administration

Submission Guidelines and Instructions

Proposals must be submitted no later than March 7, 2008 at 5pm by email to Alan Foley, afoley@uwsa.edu. Cover sheets with the appropriate administrative signoffs should be received by the same date. Please do not fax, or mail components of the project or ancillary materials separately.

All proposals received will be the property of UW System Administration. Proposals submitted after the deadline date will not be considered. Applicants are responsible for obtaining their campus approval of proposals in time to meet the UW System deadline. Proposals submitted by means other than electronic submission will not be considered.

Submissions and Questions Contact:

Alan Foley, Ph.D.
afoley@uwsa.edu
Office of Learning and Information Technology
608-265-9559

ⁱ Proposals that do not adhere to these guidelines will not be considered

ⁱⁱ Principal investigators (PI's) are encouraged to check with their university's research administration office for other institutional deadlines or requirements that might apply.

Learning Technology Development Council Representatives

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UW System Administration

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Curricular Redesign Grant Proposal

2008-2009

Project Title:

Submitted by (include campus):

Date:

Curricular Redesign Grant Proposal Summary Sheet

2008-2009

Project Title:	
Project PI (include title/academic rank and departmental affiliation):	
Co PI(s) (include title/academic rank and departmental affiliation):	
Campuses Involved:	
Amount Requested:	\$
Student Impact (approx number)	
Course Impact (approx number)	
ABSTRACT:	300 Word Maximum

Curricular Redesign Grant Proposal Sign-offs

2008-2009

(Please submit a sign-off sheet for each institution)

Project Title: _____

Provost
Signature

Name

Institution

Dean
Signature

Name

Institution

Department Chair
Signature

Name

Institution

LTDC Representative
Signature

Name

Institution