Office of the Vice Provost for Teaching and Learning
Educational Innovation Mini Grant RFP

BACKGROUND:

UCI Educational Innovation Mini Grants (EIMG) provide funds (up to $4,000) for small-scale, pilot projects to explore innovative modes of instruction which have the potential to positively impact student success.

The EIMG program especially welcomes multi-disciplinary or team-taught projects, projects that involve large lecture classes, classes that have multiple sections, and/or classes that are heavily subscribed. The EIMG program particularly encourages projects that respond to changes in education: for instance, projects that:

- address campus diversity including growing populations of first generation, underrepresented minority or international students,
- incorporate emerging educational technologies,
- involve service learning and civic engagement,
- encourage study groups,
- promote active learning and engagement,
- focus on critical reasoning or writing skills, or
- seek to improve classroom assessment.

REQUIREMENTS:

Grant recipients will be asked to provide a 1-2 page summary after completion of their project and give a short presentation for the campus community at a symposium event.

ELIGIBILITY:

All UCI teaching faculty, including lecturers, are eligible to apply for EIMG funding.

APPLICATION:

Send completed application via e-mail to dtl@uci.edu. Please note "Educational Innovation Mini Grant" in the subject heading.

Deadlines: Applications received will be reviewed starting on March 14, 2016. The final academic year deadline is: Friday, May 6, 2016, or until all funds are expended.

1. Applicant's name, title, department, and contact information. Grant funding can only be made in the name of a faculty member (Instructor of Record). If more than one applicant, list co-applicant(s).
- **Name:**
- **Title:**
- **Department:**
- **Campus Address:**
- **Telephone Number:**
- **E-mail Address:**

2. **Brief, <u>descriptive</u> TITLE of project:**

3. **Courses affected (department, number, title):**

4. **Number of students affected.** Please identify approximate number of students affected each year:

5. **Start and end dates for the project:**

6. Description of the project. What is it you plan to do, how do you plan to go about it, and what is the money to be used for? The grant reviewers appreciate a <u>succinct and clear description</u> that can be easily understood by someone not familiar with your project. It is not necessary to provide an in-depth narrative. (1/2 page max)

7. Rationale for project. Give reasons that justify the expenditure of funds on this particular project. Point out any innovative features and why you expect this approach to be effective. Describe how you expect this activity to improve teaching and/or the curriculum. (1/2 page max)

8. Expected student learning outcomes. Provide as specifically as possible the learning objectives or outcomes you expect students to achieve as a result of this grant. (1/2 page max)

9. Evaluation and assessment plan. How do you plan to evaluate whether your project has been successful in producing the desired results? How will changes made through the grant impact student learning? How will you know? (I.e., by receiving the grant and developing/changing X, Y will happen, and by collecting Z data I will be able to articulate its impact) (1/2 page max)

10. Budget outline.
> **TOTAL AMOUNT REQUESTED: $_____**

PERSONNEL: For each entry listed, indicate:
  a) name, if available:
  b) anticipated payroll title and step:
  c) salary rate (monthly or hourly):
  d) percentage of time and duration or total number of hours on the project:
  e) total payroll costs for the project (must include appropriate amounts for employee benefits, including GSHIP):

> **PERSONNEL COST: $_____**

MATERIALS: (List separately items costing more than $100; include sales tax. Please note that all materials must be specified with costs)

> **MATERIALS COST: $_____**

11. Departmental contribution. In what ways will your department or school contribute to this project during its development and implementation? List the financial contribution as well as in kind contribution where applicable.

12. Grant Administrator / Financial Analyst's name, title, and contact information. Provide information for the staff member who would be handling your funds, if awarded.
  • **Name:**
  • **Title:**
  • **Campus Address:**
  • **Telephone Number:**
  • **E-mail Address:**

APPLICATION ASSISTANCE:
Information and assistance in planning and developing grant proposals are available from staff in the Center for Engaged Instruction (CEI) and the Teaching and Learning Research Center (TLRC). If you are interested in discussing your proposal, contact CEI at cei3000@uci.edu or TLRC at s.eichhorn@uci.edu .