Summer Creativity Grants- Summer 2018

The Provost Leadership Team (PLT) is seeking proposals for summer creativity grants from members of the faculty. PLT is interested in funding faculty projects that will support the strategic vision and direction of Oregon Tech, and generate momentum toward realizing strategic departmental, college and university goals. Funding will support and special consideration will be given to projects that focus in the following areas:

1. **Types of Proposals Supported by this Grant**

    a. **New project and program development/ modification of existing programs or space**
        i.   Interdisciplinary/trans-disciplinary – crosses departmental boundaries
        ii. Cross college opportunities- involves faculty from both Colleges in a substantial way as co-producers of new programming

    b. **Unit development/efficiencies improvement that are implementable in AY-'18-'19**
        i.   New method(s) of spurring revenue growth and development
        ii. New method(s) of controlling or containing costs

    c. **Professional development**
        i.   Support of faculty in external facing creative activities
        ii. Project-based learning-integration of pedagogy and student-centered research project into the teaching environment
        iii. Promoting innovation and intra-/entrepreneurship for faculty and/or students

    d. **Creating new opportunities for expanding student demographics and/or revenue generation**
        i.   Development of new curricula which will bring new ways to reach students- certificates, badges, etc. which will expand our capacity to attract new students
        ii. Modification of Existing programming to reach a broader range of students

2. **Rules of Engagement**
    a. The authors should clearly identify an **opportunity to either advance the unit's strategic mission or faculty professional development**. Well-written proposals will also spell out the ROI* arising from successful proposal completion.
    b. **Deliverables must be <u>identified in the proposal</u>** that can help guide the proposers in developing the proposed work and reviewers in measuring success through metrics derived from the deliverables.
    c. The proposed work funded by this grant should **identify a <u>final product</u>** and **<u>how it will be used</u>**. For some projects, this will be straightforward; for others, the project should integrate relationship building with appropriate stakeholders as an important outcome of the proposed work.
    d. The proposed work should expand **<u>beyond current departmental and faculty scope of engagement and contractual responsibilities.</u>** In other words, projects which merely perpetuate ongoing efforts and projects will not be funded.
    e. Funding proposals which are for salary only will not be funded. Proposals which build on and elaborate existing, funded projects will be considered as long **<u>they articulate how the proposed work innovates beyond the scop</u>**e of the existing funded work.
    f. Projects should be viewed as the basis for <u>future further development that will seek external or alternative funding sources for support.</u>

3. **Proposal Evaluation elements**
    a. Does the proposal identify an opportunity that will advance the strategic mission of the unit? Does the proposal advance the capacity for faculty to carry out outward facing creative activities?
    b. Does the proposal clearly articulate a Return on Investment (ROI) for the impacted unit or individual(s)? While this may take different forms for the diversity of proposals reviewed, the authors of the proposal should be able to clearly communicate the ROI for their proposal.

c. Do the authors provide sufficient rationale for the structure of the proposed work? What are the strengths and weaknesses of the proposal? Do the authors identify, if any, barriers to achieving project success? Do they attempt to address them?

d. Does the proposal posit a set of achievable outcomes within the timeline and scope of proposal? Does the work clearly define deliverables and the final product?

e. Does the proposal clearly identify how the product will be used? Do the proposers indicate how the work might be perpetuated beyond the period of the grant?

f. How does the proposal link the expected product to future growth of the impacted program(s)? E.g, if enrollment growth is anticipated, do the proposers provide supporting justification (e.g. financial/ market analysis) in support? How does a faculty professional development proposal fit into a long-term career development plan?

g. Will the project/product implementation require ongoing funding for sustainability? Please note that the award is not renewable and would require a new competitive submission.

*ROI= Return on Investment

Proposal Process:

Please use the **Proposal Evaluation Elements** (above) as guidelines in developing and framing your proposal. The proposal should incorporate these elements in a cohensive, coherent, and compelling narrative.

Guidelines for Summer Creativity Grant Proposal – 2018

Each proposal **must** be structured as follows and must include the following information:

Project Title:			
Project Lead:		Phone:	
		Email:	

1. **Project Summary:**
   A project title page with a narrative summary of the project with the objectives clearly stated – 1- page maximum.

2. **Project Narrative:**
   A flowing narrative of the proposed work that addresses the questions posed in the Proposal Evaluation Elements- 4 pages maximum. (Proposals which simply answer the questions in a disconnected fashion are unlikely to be funded).

3. **Project Scope and Deliverables:**
   A description of the projected outcomes or products of the work and a plan to evaluate the success of the project – 1 page maximum. (If the project cannot be completed with the funds provided , include sources for other funding that will support the work proposed).

4. **Project Budget:**
   A list of expenditures for Personnel (faculty and students) and Supplies (including travel) – 1 page maximum.

5. **Funding Information:**
   a. There is no funding available for capital equipment.
   b. Proposals cannot be solely for salary.
   c. No more than one proposal may be submitted by an individual faculty member.

    d. Proposals may be funded at less than the amount requested, with an agreed upon reduction in the projected outcomes.

    e. Award sizes may vary between projects and will depend on the **scope of the proposed work** and the funds available. The PLT anticipates granting up to $5,000 per proposal as a maximum. Proposals limited in scope and needed funding welcome.

    f. Proposals that support growth and innovation are especially welcome.

6. Timelines:

    a. RFP – March 19, 2018

    b. Deadline for Applications- April 19, 2018. (all applications must be submitted electronically with Chair and Dean approval by April 23, 2018) to Provost's Office.

    c. Notification of Awards Announced- May 7, 2018.

    d. Deadline for faculty to accept awards- May 10, 2018.

    e. All funds spent by September 30, 2018.

    f. Written report Due by October 1, 2018.

    g. All recipients will be required to present during AY'18-'19 during the President's or Dean's Seminar Series or a similar venue.

Submit requests via email to Dierdre Williams (Dierdre.Williams@oit.edu)