

The NITLE Instructional Innovation Fund

Eastern Regional Advisory Council – *March 2008*

The NITLE Instructional Innovations Fund is a program of competitive awards to recognize and support innovative and collaborative work involving the use of technology. This fund will support projects that create and/or disseminate materials and approaches which use technology to enhance student learning and liberal education. The program has two primary objectives:

1. To support collaborative projects proposed by faculty members, librarians, technologists or other academic support staff to promote the innovative use of technology in liberal education.
2. To support the dissemination of information about innovative uses of technology in teaching and learning and to provide opportunities for faculty and staff in liberal arts institutions to learn about and implement these innovations.

Program Categories

There will be two categories of awards:

Collaborative Projects

These awards support inter- or intra-institutional innovations that carry the promise of widespread adoption in liberal arts education. In addition to promising widespread adoption, these projects will incorporate some or all of the following additional components:

- The projects include collaborative work within and among NITLE institutions that enhance the development or adoption of promising technologies related to teaching and learning.
- Projects support interdisciplinary approaches to instructional technology support.
- Projects underwrite inter-institutional collaborations that aim to focus expertise, share resources or compare experiences that may lead to more effective adoption of new technologies.
- Projects are directed toward assessment or improvement of the sustainability of technology innovations in a liberal arts institution.

These projects should involve groups of faculty, librarians, or instructional technologists from individual campuses or groups of campuses. Projects will be judged on the degree to which they address some/all of the five components. Projects involving only a single campus must address directly the applicability of the project to other NITLE institutions.

Each award will be made to a single institution. The proposing institution, which will be the lead institution in collaborative projects, will provide all information and administrative support for the project.

Funding requested may be used to cover such expenses as the following:

- Release time (at the cost of replacement) for campus faculty members to participate in resource development (but not for teaching), in accordance with the policy of the employing campus.
- Summer stipends to support the work of faculty members on the project in accordance with the policy of the employing campus.
- Reimbursement for the replacement costs for the time of librarians, instructional technologists or administrative staff to support the work of the project, in accordance with the policy of the employing campus.
- Travel expenses for meetings of planning groups.
- Purchase of software for the group's use not normally supported by the institutions participating in the project.
- Purchase of licenses to use specific intellectual property owned by one or more of the campuses or by other entities.
- Stipends or wages for student work in support of the project in accordance with the policy of the employing institution.
- Other reasonable and relevant costs.

Purchase of hardware will not be supported.

Campuses may propose projects that include faculty and staff from institutions in multiple NITLE regions. In such cases the region in which the proposing institution is located will be the one to which the proposal is submitted, and the proposal will be assessed in accordance with the selection criteria of that region.

Events and Programs

These awards will enable participating schools to host inter-institutional events or programs to promote, showcase, demonstrate, or promulgate instructional or scholarly instructional technology innovations with applicability in the liberal arts. The proposing institution will determine the topics and themes of the event and will be responsible for the planning, arrangements, and execution of the events. NITLE will announce and promote the events but the proposing institution is responsible for all other management activities.

Attendance at these programs may be opened to participation of personnel from institutions outside of NITLE. The nature of this involvement and the degree to which it enhances the program should be addressed in the proposal.

Funds will be available for stipends, honoraria and travel expenses of presenters and travel and lodging expenses of participants.

Application Process

Campuses may submit multiple proposals. All proposals should include a narrative (described below) of no more than 1,500 words plus a one-page budget summary. For legibility reasons, 12-point font is preferred. Appendices should contain brief resumes or curriculum vitae of project principals (not to exceed two pages per principal).

Collaborative Projects

The narrative piece of the proposal must include the following components:

- Project description (including the promise of the innovation to liberal arts institutions and other project components)
- Educational goals (including how the components are addressed)
- Participating institutions and participants
- Impact of the project on the participating institutions and the wider liberal arts community.

- Timeline
- Description of the method by which the results will be disseminated.
- How the project will be assessed.
- How funds or resources will be available to sustain the successful outcomes of the project after it is completed.

Events and Programs

The narrative piece of the proposal must include the following components:

- Description of the event/program
- How the event/program is intended to promote, showcase, demonstrate, or promulgate instructional or scholarly technology innovations with applicability in the liberal arts.
- Criteria used to select attendees
- Impact of the event/program on institutions sending representatives
- Timeline
- How the impact of the event/program will be assessed.

Budget

The budget must include a detailed listing/ explanation of all proposed expenditures. Please note that the proposal cannot support equipment purchases, and does not include institutional overhead costs. Cost sharing or matching funds are encouraged.

In some cases campuses may wish to request the involvement of NITLE staff members as planning meeting participants, project advisors, consultants, presenters, or any other role: such requests should be discussed with NITLE prior to proposal submission. Use of NITLE information resources, such as access to secure sites for inter-institutional collaboration development or collaborative teaching, may be specifically requested in proposals.

Development of new software, web sites, databases, or other information resources by NITLE staff will be not supported within the context of this program.

Budget Limits (per proposal):
Collaborative projects (\$45,000)
Events and Programs (\$30,000)

Submission and Review Process

Deadlines

The Instructional Innovations Fund for the Eastern region has a fund of \$375,000 to be divided among three submission periods. The first round of applications was due March 1, 2007. Two additional rounds are anticipated, with the following deadlines:

September 15, 2007
February 1, 2008
June 1, 2008

This IIF program runs through June 2008. Work supported by awards must be completed and reports submitted by June 30, 2009,

Submission Process

A statement of support from the chief academic officer and the chief technology officer of the proposing institution which includes assurances of institutional support from all participants must be submitted with each proposal.

A secure area of the NITLÉ web site will support the proposal submission and review process. The NITLÉ liaison from each campus is responsible for submitting each proposal. All proposals will be submitted directly on the site in the form of PDF files or Microsoft Word documents.

Review Process

Proposals will be reviewed by members of the NITLÉ Eastern Advisory Board. Decisions will be announced within 6 weeks after the submission deadline. Based on the pool of proposals the Advisory Board may ask that several institutions submitting proposals combine their proposals and resubmit if this will strengthen the proposals.