

# Innovative Instruction Technology Grants (IITG) Round Eight (2019) Request for Proposals “Scaling Innovation at SUNY ”

## Introduction

Since 2012, SUNY has awarded \$4.9 Million in seed grants to almost 300 projects. IITG funds encourage individual and teams of SUNY faculty and staff to extend beyond departmental and campus boundaries to pilot, share and “scale up” innovations that have potential to transform and impact teaching and learning practices.

This RFP seeks projects that will help scale innovation at SUNY by building upon [previous project outcomes](#) that:

- 1) Impact student learning & success;
- 2) Addresses contemporary challenges in public higher education;
- 3) Build competencies and support post traditional and adult learners – particularly those seeking to reinvent their academic or career trajectory;
- 4) Expand modes of inquiry to foster a culture of inclusive excellence that addresses and sustains campus communities and social identities; and
- 5) Support modular courses or pathways that are highly transferable and “stackable” into certificates, micro-masters or degrees; and
- 6) Have strong potential to scale from a small scale IITG effort into a larger campus or sector opportunity through external funding.

In addition, the priorities for Round Eight include projects that:

- 7) Help address needs identified by recent [FACT2 task groups](#) on open pedagogy, adaptive learning, micro-credentialing, mixed realities, educational transformation, students with special needs, virtual and alternative labs, and learning environments.
- 8) Align with the four themes in [Chancellor Kristina Johnson’s 2018 State of the University address](#): Innovation & Entrepreneurship; Individualized Education; Sustainability; and Partnerships.

To be eligible for funding, projects should fall under one of the following categories of innovation:

- Basic innovation - smaller, low-stakes projects that seek to test ideas in single courses or programs. (Most likely IITG Tier One)
- Sustaining innovation - well-defined but somewhat new educational approaches that deserve widespread adoption. (Typically Tier Two or Three)
- Breakthrough innovation - projects that seek new solutions to well understood and pervasive problems. (Typically Tier Two and Three)

- Disruptive innovation - projects that seek to employ creative and interdisciplinary solutions to the most intractable and hard to address problems. (All Tiers depending on scale)

### **Types of Applications and Funding Levels**

Applicants are strongly encouraged to select the funding tier that best suits the project. Please do not submit duplicate or similar projects at multiple funding tiers:

§ **Tier 1 – Up to \$10,000** for small, proof-of-concept projects. Campus or external in-kind budget resources are encouraged, but not required.

§ **Tier 2 – Up to \$20,000** to develop and/or pilot proof-of-concept projects. 25% of the requested project funds must be matched by the campus or an external partner through in-kind resources. Interdepartmental or cross-campus collaborations are strongly encouraged, but not required.

§ **Tier 3 -- Up to \$60,000** to develop and/or pilot proof-of-concept projects. 50% of the requested project funds must be matched by the campus or a partner through in-kind resources. Proposals that do not include a cross-campus/multi-campus collaboration at this level are rarely funded.

### **Eligible Expenses**

Applicants are strongly encouraged to attend an [IITG webinar](#) , review [FAQ Budget Questions](#), and [Application and Program Support](#) resources. Applications that do not follow guidelines are marked down during evaluation phases.

§ IITG does **not** directly support technology infrastructure. Proposals that appear to seek expenditures on technology for the sake of bolstering campus infrastructure will **not** be eligible for funds (e.g., furniture or technology to support a classroom, or a cart of mobile devices). However, if the technology is critical to pedagogical solutions and learning outcomes under exploration (e.g., piloting a newly developed discipline-based application technology), that cost is eligible.

§ If a campus invests in a new technology (e.g., use in classroom or classrooms, or licensing that covers users beyond a pilot investigation), that investment can count as campus matching funds in the project budget.

§ Time and campus resources (faculty, staff, and student) in support of a project (to the exclusion of normal activities) are eligible as part of the campus match, including summer release time. Extra service funds are eligible, but a strong case for such should be described in the budget narrative. [1]

§ IITG funds used to support participant incentives, refreshments for meetings and seminars are eligible under strict state guidelines. Campus policies must be followed. It is recommended that applicants investigate campus policies prior to budgeting these types of activities.

IITG is funded by University Wide (taxpayer) funds. This initiative is NOT connected to the Research Foundation, and must follow all **campus based guidelines for state fund expenditures, including fiscal year (June 30, 2020) deadlines**. Unexpended funds will not be available after the deadline!

## **Program Resources and Information**

The Innovative Instruction Research Council (IIRC) urges applicants to review [Encouraging Collaboration and Exemplars of Past Projects](#) that illustrate either direct transformational impact or have strong potential for large scale collaborations.

Application information is available and regularly updated. Applicants are strongly encouraged to attend an orientation webinar (Friday, January 18<sup>th</sup>) followed by a Q&A session (Tuesday, February 12<sup>th</sup>). Registration for both webinars is available at <https://sunycpd.eventsair.com/iitg19/info>.

Awards will be announced prior to the 2019 SUNY Conference on Instruction and Technology (CIT) at SUNY Purchase to enable principal investigators time for project planning prior to the start of the summer months. Any project expenditures incurred prior to funds distribution **must be supported by the campus** (but can be made whole through a later journal transfer once University wide funds are in place).

## **Project Requirements and Limitations**

All campus-based SUNY faculty, staff and administrators (including community colleges) are encouraged to respond to this RFP within the following guidelines:

§ IITG seed grants are limited to two rounds of funding per project. As with all previous grant rounds, projects receiving IITG funds **must select a Creative Commons license** when submitting final outcomes. This program may not be suitable for projects with commercial licensing value.

§ Findings are required to be shared at the annual SUNY CIT conference in a format of choice, the IITG website, and discipline-based communities of practice.

§ Projects that may impact campus IT infrastructure (e.g., cloud based operations, network security, etc.) should be reviewed by appropriate technical support staff as part of the support letters.

§ All local campus policies and procedures must be followed for appropriate use of State funds.

§ If necessary, research related projects should [begin IRB processes](#) as soon as practical. Contact your campus institutional research office.

§ Any campus submitting a proposal(s) must have a minimum of one campus FACT<sup>2</sup> representative actively participating in FACT<sup>2</sup> webinars, and communicating and distributing SUNY information and activities throughout their home campus.

## **Proposal Evaluation**

*Note: All SUNY Faculty and Staff are invited to serve as IITG reviewers. Information about how to apply as a reviewer is posted on the IITG website: [commons.suny.edu/iitg](https://commons.suny.edu/iitg)*

Each proposal will be evaluated in three stages:

- 1) Projects are blind peer-reviewed from a [rubric](#) mirroring the RFP. Reviewers have access to the complete proposal as submitted, but all reviewer identity and scores are blind. Peer review scores and comments are ranked and compiled.
- 2) The compiled files are forwarded to the Innovative Instruction Research Council (IIRC) and SUNY Provost staff for funding recommendations aligned to current SUNY priorities.
- 3) The SUNY Provost makes final funding decisions within available resources.

The IIRC uses the following rubric to evaluate peer ranked proposals for evidence of:

§ Innovation – either in terms of a fresh concept, or a creative or novel approach to “move the dial” in scaling a solution to benefit SUNY more broadly;

§ Alignment with overall SUNY strategic objectives to drive enrollment growth, provide broad access, and ensure student success;

§ Overall quality;

- Clear project description and vision
- Feasibility (project timeline and budget)
- Assessment Plan (how the project goals and outcomes will be assessed, measured and reported)
- Collaboration (if relevant to the project)

§ Clear justification for the proposed funding tier (NOTE: IF seeking a renewal, the narrative must describe progress to date, how funds will extend the progress, and how the project will be sustained absent IITG funds in the future);

§ How well the proposed innovation, practice or method can be shared, adopted and replicated either within a particular discipline, or across disciplines;

§ Evidence of campus support and appropriate levels of in-kind support to ensure successful project completion.

#### **Timeline Targets**

December 7, 2018	Online IITG Application Site Opens
January 18, 2019	Online Orientation Webinar (Noon)
February 12, 2019	Q&A Webinar (Noon)
March 3, 2019	Application Deadline (11:59pm)
March 4-25, 2019	Peer Review
March 26 – April 15, 2019	IIRC & SUNY Provost Staff Review
May 6, 2019	Award Notification Target

June 1, 2019	State Accounts Assignment Target (MOUs distributed shortly thereafter)
<b>June 30, 2020</b>	<b>All 2019 Funds MUST BE Expended or Encumbered – (Hard Deadline)</b>

Every effort is made to follow these timeline targets. However, award announcements, and assignment of account numbers may vary.

Questions regarding this RFP should be directed to the IITG Project Team at: [iitgrants@suny.edu](mailto:iitgrants@suny.edu)

---

[1] Please refer to [IITG FAQ](#) for details, but in general, budgeting the true cost value of campus services, such as video production, student labor, and a portion of faculty/staff time dedicated exclusively to the project, is acceptable. All project applications **MUST** use the [IITG budget template](#) provided.