**2023 Provost’s Learning Innovations Grants.**

APPLICATION

The Provost’s Learning Innovations Grants (PLIG) program, administered by the Center for Teaching and Learning (CTL), was developed to broaden and enrich the learning experience of RIT students by funding faculty-initiated projects that enhance student learning and:

* Integrate funding with institute priorities
* Support dissemination of results to RIT faculty
* Support the scholarship of teaching and learning

For more information about this years’ grant cycle, including eligibility, grant types, use of funds, evaluation criteria, and the PLIG timeline, please visit the PLIG website ([www.rit.edu/plig](http://www.rit.edu/plig)).

# Instructions

1. Complete this Application Form and save as **“Lastname\_Firstname\_APP”** (*using your name*).
2. Ask your Department Head to complete the Department Head Certification, scan and save as, **“Lastname\_Firstname\_SIG”** (*using your name*).
3. Email all documents to [plig@rit.edu](mailto:plig@rit.edu) ***no later than 11:59pm ET, January 25, 2023.***

If you have any questions about completing this application, please email [plig@rit.edu](mailto:plig@rit.edu).

# applicant information

**This application is for a (please select *one* type of grant):**

**☐ Active Learning Across Large and Small Format Classes**

**☐ Student Success and Retention in Gateway Courses**

**Principal Applicant Name:**

**Faculty Title**:       **Email**:        **Phone:**

*(Full-time only)*

**College**:        **Department:**

**Department Head Name**:       **Email**:

*Others involved in the project (if any)*:

**Project Name**:

**Total Funds Requested** (*as calculated on the budget worksheet on the next page*): $

*(requests of $1,000 to $5,000 will be considered)*

# Budget

Complete the table below to calculate your budget:

* The total shown on this worksheet must match the “Total funds requested” in the Applicant Information section on page 1 of this application form
* If awarded, additional funds will be provided to cover any benefits and ITS expenses associated with the salary budget requested
* Note that any equipment or other materials purchased with grant funds are the property of your department and revert to the department after your project is completed

| **Personnel** | **Purpose/Justification** | **Amount** |
| --- | --- | --- |
| ***Full-time Faculty/Staff*** | | |
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|  |  |  |
|  |  |  |
| ***Adjuncts, Part-time Faculty/Staff, Summer Salary*** | | |
|  |  |  |
|  |  |  |
|  |  |  |
| ***Student Workers, Graduate Assistants*** | | |
|  |  |  |
|  |  |  |
|  |  |  |
| **Personnel Total** | |  |
| **Equipment** | **Purpose/Justification** | **Amount** |
|  |  |  |
|  |  |  |
|  |  |  |
| **Equipment Total** | |  |
| **Travel** | **Purpose/Justification** | **Amount** |
|  |  |  |
|  |  |  |
|  |  |  |
| **Travel Total** | |  |
| **Other (*Specify*)** | **Purpose/Justification** | **Amount** |
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|  |  |  |
| **Other Total** | |  |
| **Total Award Requested** | |  |

# Statement of utility (two pages maximum)

Please provide an overview of the project you are proposing, including:

* Project objectives
* An explanation of the teaching/learning problem(s) it is designed to address
* An explanation of the significance of the project to student outcomes and/or the student experience
* A brief description of how the project integrates with activity already underway at RIT in a priority area and/or how this approach has been successfully used at RIT already

# Statement of Creativity (three paragraphs maximum)

Provide a brief description of how this is a novel approach, or a new application of an existing mode or model of teaching and learning, and/or research about how teaching and learning represents a new paradigm.

# Statement of efficacy (two pages maximum)

Provide a brief description of the experiment/research design, methodology, and methods of data collection and analysis you will use to gauge efficacy.

# Additional Considerations

*Please address these questions, if needed*.

Will your project require assistance for extensive or unusual media, multimedia, simulation, and/or software development? If so, please explain?

All courses offered by RIT must be accessible to students with disabilities, according to Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (<https://www.rit.edu/disabilityservices/faculty-resources>). Is your proposed teaching approach accessible to all students, with reasonable accommodation? If not, please explain.

RIT abides by the Family Educational Rights and Privacy Act of 1974 (FERPA), which prohibits instructors from making students' identities, course work, and educational records public without their consent (<https://www.rit.edu/academicaffairs/policiesmanual/d150>). Will any data gathering or sharing for your project raise any FERPA issues? If so, please explain.

# Dissemination Agreement

By completing this grant application, I agree to provide the materials and services described here, in support of disseminating what is learned from this project to the RIT community.

I also agree to return all/a portion of the funds that I receive for this project to RIT if I fail to complete or provide the following deliverables:

* Full Project Plan (*including roles and responsibilities, milestone dates, and pertinent project details*)
* Preliminary Findings report (*may include experiment/study design, lessons learned, initial data collection, and/or literature review summary*)
* Final Summary of Findings (*including data collection, lessons learned, implications for further study, and which may be in the form of an article abstract, conference presentation outline, or short report*)
* Final budget accounting (*reconciliation of budget provided with your application and the actual project expenses)*
* Participation in a Center for Teaching and Learning (CTL) PLIG Showcase dissemination event (*present a poster or other display at the annual Showcase*)

By submitting this application, I accept this agreement.       *(Applicant, please initial here)*

# Timeline and Tasks

Please indicate below any variances to the planned PLIG 2023 schedule of deliverables (as described above) and the reasons for this variance. *If you intend to follow this schedule, you may leave this section blank.*

| **Task** | **Date** | **Proposed Variance and Reason** |
| --- | --- | --- |
| Full Project Plan submitted to CTL | August 25, 2023 |  |
| Preliminary Findings report submitted to CTL | January 12, 2024 |  |
| Summary of Final Findings report submitted to CTL | August 23, 2024 |  |
| Final Budget Accounting report submitted to CTL | August 23, 2024 |  |
| Participation in an CTL PLIG Showcase dissemination event | November 2024 |  |

# Dissemination Plan (*optional*)

Provide details about the journals, conferences, shows, or other external vehicles with strong potential for dissemination of your results (in addition to the CTL PLIG Showcase dissemination event). Include supporting documentation, such as preliminary interest or acceptance, with your application, if available.

# Department Head Certification

I support this PLIG application and verify that the principal applicant is a full-time faculty member in good standing in my department.

**Principal Applicant Name:**

**Department Head Name (PRINT):** **Email**:

**Department Head Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOTE: When signed, please scan and save as, **“Lastname\_Firstname\_SIG”** (*using your name*), then email with your Application Form to [plig@rit.edu](mailto:plig@rit.edu).