# Call for Proposals

## Instructional Improvement Program Grants 2022-2023

## Deadline: Tuesday, February 21, 2023

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### Focus of IIP Grants

The Instructional Improvement Grants Program supports teaching innovations to enhance undergraduate instruction at UCSB. The focus of this year's grants will be projects that incorporate high impact practices, especially those designed to make changes to courses with historically high rates of student struggle, or changes that support equitable and inclusive pedagogies. We encourage projects that are central to a department or major's equity plans or PLO assessment research. Ladder Faculty and Lecturers with (Potential) Security of Employment (L(P)SOE) are strongly encouraged to apply for an Instructional Improvement Program Grant for major course development, restructuring of gateway or keystone undergraduate courses, or development of new courses essential to fulfilling departmental curriculum plans. To that end, the intent is to fund several projects in the $2,000 - $10,000 range.

### Funding Requirements and Limitations

IIP grants can support the costs of development, but not the costs of actually delivering instruction. Thus the provision of Teaching Assistants is not funded, although the one-time use of student assistance, for example, to develop materials or gather evaluative data about a redesigned course, course sequence, or curriculum, is appropriate. Purchases of equipment such as desktop or laptop computers, servers, cameras, etc. cannot be funded by this program. Faculty stipends of up to $1000 can be funded.

The benefits of a funded project must affect more than one offering of one or more courses.

Grants can be used for:

- Faculty stipends to support planning and development

- Student assistance

- Specialized instructional equipment and supplies, although minor supplies such as photocopying, paper, and printing are expected to be supplied by the academic departments.

- Services, such as Instructional Development media production services.

- Instructional Videos. Films acquired with IIP funds are required to be housed in Instructional Development's Film and Video Library as a campus-wide resource.

## How to Apply

Most proposals are 4-5 pages in length. A proposal template is available for download at [Proposal Template](#). (Note: you must be logged into your UCSB Google account with your UCSB NetID and password to access the template.) Proposals must include the following items:

1. **Indication of support** from the department chair(s) or equivalent.

2. 100-word **abstract**.

3. A proposal **narrative** that clearly addresses each of the following points:

   - The background or context of the situation, including undergraduate course(s) involved, typical or estimated enrollments, how frequently offered, the instructional issue(s) or challenge(s) being addressed.
   - The instructional goal(s) of the project and how this activity, product or material will address the goal. Explain how the project is connected to one of the IIP focus areas above (if applicable).
   - A description of what is to be done.
   - Identification of the kind, amount and source of any support that will be required to continue the benefits of the project beyond the developmental stage funded by the proposed grant (e.g. web support, programming support, staffing levels of TAs, ongoing access to instructional technology).
   - Departmental support and level of commitment to the project.
   - A plan for evaluating the effectiveness of the project including a specification of learning goals and how achievement of these goals will be measured (ID's Instructional Consultants can assist).
   - A description of the anticipated instructional impact, and/or benefits to students, deriving from the project.

4. An itemized **budget** with justification for specific items (e.g. student assistant hours, production costs, supplies). Note that student assistant compensation should include benefits calculated at 4.9%. The recommended wage for undergraduate assistants is $15.50/hour. The recommended wage for graduate assistants is $20.00/hour. Proposals for a higher wage should contain a justification.

5. Submitting a pre-proposal in rough draft form and/or having a pre-proposal meeting with an Instructional Development Consultant can be very helpful in increasing the likelihood of your final proposal being funded.

## Submission Deadline

The submission deadline is 5 pm on Tuesday, February 21, 2023. Submit proposals, and accompanying documents and letters, via email to: [proposal@id.ucsb.edu](mailto:proposal@id.ucsb.edu).

If you electronically submit a proposal and do not receive confirmation within 48 hours, please contact [proposal@id.ucsb.edu](mailto:proposal@id.ucsb.edu).

## For Further Information

For detailed information regarding the grant program, specific application procedures, samples of successful proposals, pre-proposal review, or for budget questions, please contact the [Office of Instructional Consultation](oic@id.ucsb.edu), in Instructional Development or email one of our consultants:

> Dr. Lisa Berry ([lisa_berry@ucsb.edu](mailto:lisa_berry@ucsb.edu))
> Dr. Mindy Colin ([mcolin@ucsb.edu](mailto:mcolin@ucsb.edu))
> Dr. George Michaels ([george_michaels@ucsb.edu](mailto:george_michaels@ucsb.edu))

Note:  Consistent with current practice of many funding agencies, proposals that are funded, along with supporting materials, become public documents