**2021-22 CFE/Lenovo Instructional Innovation Grants**

**Application Form**

**Instructions:** All fields are required. Save this application form to your personal work space. When you have completed it and are ready to submit, include your last name in the name of the final document (e.g., CFE Lenovo Application - Smith.doc) and email it to doug.james@unc.edu by 5:00 PM on Monday, April 19, 2021.

**Principal Investigator Name(s):**

**Academic Unit:**

**Email Address:**

**Descriptive title for your project:**

**Course or Experience Learning Goals:**

What course or experience will be the focus for your project? If appropriate, include a course number and title.

Briefly describe the role and importance of the course or experience in your unit’s curriculum.

Please list the primary learning goals for the course or experience.

How often is it offered?

**Personal Commitment / Interest in proposal:**
Share a brief personal statement (maximum 300 words) of your personal interest, investment, and effort available to implement this project**.**

**Proposed Innovation and the Role of Technology:**
Describe your proposed innovation. What technologies do you plan to use and what role will they play in the innovation?

**Alignment with Learning Goals:**
How will the proposed innovation support the stated learning objectives for the course or enhance student learning? Note how universal design principles or matters of diversity, equity, or inclusive teaching inform the proposal or project.

**Impact:**Describe the significance within a course or curriculum, the number of participants affected (# of students per semester), or any potential for use in instructional settings beyond UNCCH. How many students do you expect to participate each academic year or who may benefit?

**Technology Support and Sustainability:**
What technical support, if any, do you think you will need to successfully implement the technologies that you are planning to use? How much experience do you have working with the technology? What, if any, aspects relate to sustainability of the project (such as future updates, ongoing costs, shelf-life)? Have you identified a person or organization to provide support? If so, please list that person(s) as a collaborator in your proposal in the collaborators section.

**Implementation Plan and Feasibility:**
What are the major milestones for the project? Provide a rough timeline of activities indicating how and when your innovation will be implemented. What will be the major activities for the project, both leading up to and during the semester the innovation is implemented?

**Relevance and Review of Similar Projects:**
Conduct an informal search for projects similar to the one you are proposing and share any citations or links that you find particularly helpful. Have others at Carolina or other higher education institutions tried similar approaches? (See the [Summary of 2018-19 and 2019-20 CFE/Lenovo projects](https://cfe.unc.edu/2017/07/lenovo-instructional-innovation-grants/)). How does your proposal build upon, complement, or differ from prior work? What lessons can you take from similar projects that will help make yours successful?

You are not expected to conduct a formal literature review. We are simply asking you to make a good-faith effort to see how the work of others might inform your own proposal.

**Collaborators:**
Please provide the name(s), status (faculty member, staff member, research assistant), and academic unit of all project collaborators and briefly describe each team member’s anticipated roles on the project.

Feel free to reformat the table (add lines, resize columns, etc.) as necessary.

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| **Collaborator Name** | **Unit** | **Role** |
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**Other Funding Sources:**
Is your proposed innovation also being funded through other sources, or part of a larger project or initiative? If so, please explain and clearly identify which aspects of the project would be funded by the CFE/Lenovo grant.

**Budget:**
Funds can be requested to cover the direct costs of any product or service integral to the success of the proposed innovation (e.g. technology, faculty stipends, staff, student salary support). Please list the total amount requested and an estimate for each item. For each line item, please provide a brief rationale.

**Note:** For projects that require the purchase of commodity hardware (e.g., computers, tablets), you are not required to purchase Lenovo products. However, you may be asked to consider comparable Lenovo product offers that result in significant savings for the project.

Feel free to reformat the table (add lines, resize columns, etc.) as necessary.

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| **Item** | **Estimated cost** | **Brief rationale** |
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| **Total** |  |  |

**Dean/Department Chair/Director signoff**

By your signature below, and that of your dean, department chair, or director, you each certify that this proposal is consistent with the goals of your unit and the professional goals of participating faculty members, staff, and graduate students.

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Grant applicant (primary contact)

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Department Chair or Dean