OER Fund Rapid Innovation Grant – Proposal Form Template

Please note: This PDF is for reference only. All proposals must be submitted through the online form.

- *Before proceeding, please read all OER Fund Rapid Innovation Grant criteria and application instructions at:* http://oerfund.open.ubc.ca
- *Applications should be written in language that is understandable to a non-specialist.*
- *The online application system is plain text. You will not be able to add tables, graphs, or charts in your proposal.*

Project Title (170 characters max.)
Do not use all-caps.

Project Lead
For administrative purposes, there must be one Principal Applicant who should be a full-time UBC faculty or staff member. A UBC student may also apply as a Principal Applicant provided there is at least one co-applicant who is a full-time UBCV faculty member who will act as a co-principal signatory.

Project Lead's name:

Project Lead's title(s) (e.g. Assistant Professor, Instructor, Student, Manager, etc.):

Project Lead's (UBC) email address:

Project Lead's role:

☐ Faculty   ☐ Staff
☐ Student   ☐ Other

Project Lead's Faculty, College, or administrative Unit:

☐ Faculty of Applied Science   ☐ Faculty of Pharmaceutical Sciences
☐ Faculty of Arts   ☐ Sauder School of Business
☐ Faculty of Dentistry   ☐ Faculty of Science
☐ Faculty of Education   ☐ UBC Health
☐ First Nations House of Learning   ☐ UBC Library
☐ Faculty of Forestry   ☐ Vantage College
☐ Faculty of Graduate Studies   ☐ VP Academic
☐ Faculty of Land & Food Systems   ☐ VP Students
☐ Allard School of Law   ☐ Other
☐ Faculty of Medicine   *(Please specify)*

Project Lead's Department, School, or unit (e.g. Mathematics, Latin American Studies, Arts ISIT, etc.):

Co-Applicants

Please indicate all other co-applicants' names as well as their corresponding titles, affiliations, and UBC email addresses, separated by commas (e.g. Jane Doe, Associate Professor, History, Faculty of Arts, jane.doe@ubc.ca). If your proposal is successful, this list will be published on the UBC website (emails will be removed).

Type of Activity

Terminology:

- **OER** = Acronym for Open Educational Resources. OER are any teaching and learning materials that are made available to others to use without cost, and with an open license that allows for their reuse, revision, and redistribution.
- **Open Resource** = Open Resources are "teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use and re-purposing by others. (Open Resources) include full courses, course materials, modules, textbooks, streaming videos, tests, software, and any other tools, materials, or techniques used to support access to knowledge" (Hewitt Foundation).

☐ Collaborative Open Resource Authoring (resource sprint, edit-a-thon, etc.)

☐ OER Prototyping and Implementation (adoption/adaptation and deployment of OER, etc.)

☐ OER Awareness, Engagement and Capacity Growing (events, workshops, panels, student engagement, surveying, etc.)

☐ Department, Unit, or Institutional OER Evaluation (evaluation of usage, creation of metrics, etc.)

☐ Other:

(Please specify)

In what UBC course(s) will the OER be used? (E.g. FNH 200, MATH 110, etc.)

Target Audience

Projects and events supported by an OER Rapid Innovation Grant must have a UBCV audience or impact. Please describe who the target audience of this project will be.

☐ Students in my course

☐ Faculty and staff in a specific department

☐ Other:

(Please describe)

For events or in-person activities: will events be open attendance or limited to specific audiences?

Project Summary (500 words max.)
Describe your project in a manner that is accessible to a non-specialist. If your proposal is successful, this summary will be published on the Open UBC website.

Project Goals (500 words max.)
Clearly state the project's goals and overall objectives. Please be concise.

OER Fund Alignment (200 words max.)
Rapid Innovation Grant Proposals must be able to articulate an alignment with at least one of the principles of the OER Fund. Please describe how your proposed project supports the goals of the OER Fund as defined by its guiding principles:

Project Timeline (500 words max.)
Provide a clear work plan for how you will achieve the stated objectives of the project. Please include when you will initiate project development, when you will implement the project, and when you will evaluate whether your project's intended goals have been achieved.
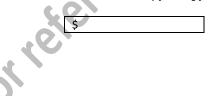
Total Funding Requested
The total budget of an OER Rapid Innovation Grant cannot exceed $2,000.

$

Additional Funding or In-Kind Support
Please indicate any funding from other sources outside of the OER Fund that will be applied to this project.

$

Project Budget

Please provide a budget breakdown/itemized list for how the requested will be spent. In preparing your budget, please refer to the rates published on the Open UBC website for costs of services and salaries relating to staff and students at UBC. Please describe each budget item (e.g. student hours, facilitator fee, etc.).

Budget Item 1 (please describe): _____
Budget Item 2 (please describe): _____
Budget Item 3 (please describe): _____
Budget Item 4 (please describe): _____
Other Items: _____
Total: _____

Project Evaluation (500 words max.)

Describe how you will find out if the project resulted in the intended goals. Outline any key indicators that will be used to determine the project's success/performance.

Sharing Plan (500 words max.)

or projects creating or adapting OER or other resources, how will they be shared (e.g. on a website, in an open repository, etc.)? UBC Library and CTLT can provide support for hosting. How will the content be maintained over time?

Terms of Reuse

For any outputs or resources, please indicate what Creative Commons or other open copyright license you will use. More information about Creative Commons and open copyright licenses can be found at Open Licensing for Instructors on the Open UBC website: https://open.ubc.ca/open-licenses/

☐ CC-0

☐ CC-BY

☐ CC-BY-SA

☐ CC-BY-NC

☐ CC-BY-NC-SA

☐ Other:

(Please specify)

Thank You!

Funded projects may be contacted to share or feature their experience or project with colleagues through a UBC event, web profile, article, or social media.