

CALL FOR PROPOSALS

2015-2016 COMMUNITY INQUIRY GROUP (CIG) GRANTS

Sponsored by the Teaching Resource Center (TRC)
Funded by the Office of the Provost

Due: October 27, 2015, 11:59pm (Tuesday)

PURPOSE

The purpose of the Community Inquiry Group (CIG) grants is to support collaborative scholarly inquiry into a teaching, learning, or programmatic question, issue, or need. Applicants should apply as a group (between 5-10 members) for up to \$5000 in funding, which may be used to purchase supplies (including technology, books, equipment, food, etc.), to fund relevant travel or events, to bring speakers, to pay for student assistants to do work relevant to your inquiry, or to pay participants small stipends for their time (up to \$500). The work of the group must involve scholarly research, exploration, and experimentation, and ultimately have a significant impact on student learning.

This grant is funded by the Office of the Provost and is contingent upon availability of funds. Total budget for this grant is approximately \$15000.

ELIGIBILITY

Team members may include CSUSB faculty, librarians, counselors, and staff who are on at least a full-year contract and are available to work on this project from Winter 2016 through Fall 2016.

SAMPLE INQUIRY PROJECTS

- How can we use online gaming structures to increase student engagement and/or to help students integrate their learning?
- What is "social justice" and how might an emphasis on it be integrated across the curriculum?
- How can we foster intellectual curiosity in our students?
- What impact has globalization had on our disciplinary practices and how can/should this be integrated into the curriculum?
- How can and should we support students' reading within or across the disciplines?
- What is critical information literacy and how can and should it be integrated across the curriculum?
- What curricular structures are necessary to help students integrate their learning across their curricular and co-curricular activities?

GUIDELINES

1. The project must address the inquiry question through research and scholarship.
2. Each CIG team must designate a facilitator or team leader who will collaborate with the TRC director on logistics, meeting structures, budget expenditures, assessment procedures, etc.
3. Each CIG team will write a report and disseminate the results of the project at an event sponsored by TRC and approved by the Instructional Quality Committee.
4. All project participants must have submitted all grant reports and fulfilled all dissemination obligations for all TRC grants awarded prior to 2014-2015.
5. Project proposals must be signed by all participants' department chairs.
6. The proposed budget should not exceed the maximum amount of \$5,000.
7. Matching funds from other sources may supplement the monies awarded.

SUBMISSION PROCEDURE

1. Complete application using the format below. Proposals should be a maximum of three pages, have 1 inch margins all around, may be single or double-spaced, and have a font size no smaller than 11 point in Arial style. Exclude all identifying information on Pages Two and Three. Do not use imbedded headers/footers, page numbers, or footnotes.
2. Submit ONE ELECTRONIC .PDF COPY to trc@csusb.edu.
3. **DEADLINE: 11:59PM, OCTOBER 27, 2015 (Tuesday).**
4. Awards will be announced during the week of December 7, 2015.

Proposals that do not conform to these specifications will not be considered for funding.

APPLICATION FORMAT

PAGE ONE

- A. HEADER: 2015-16 Community Inquiry Group (CIG)
- B. Name of Applicants, Departments, E-mails and Extensions (Indicate project Leader/Facilitator)
- C. Applicants' Signatures (please include the following statement above your signatures):

I understand that the duration of this project is Winter 2016 - Fall 2016. I agree to participate fully in all CIG meetings, activities, and events and to complete projects, reports, and documents as requested.

- D. Department Chairs' Signatures (PLUS PRINTED NAME, EMAIL) to indicate support of the applicants

PAGES TWO AND THREE

- A. PROJECT TITLE
- B. RATIONALE AND IMPACT: Explain (in plain language, without using disciplinary jargon) the question, issue, or need you plan to address, why you are interested in this question (what relevance it has to our students, this campus, the current context, etc); how you plan to go about answering it (what research or scholarship you will conduct or read); and the ultimate impact you hope your project will have on student learning.
- C. OUTCOMES OR PRODUCTS: Describe the outcomes or products that will result from your project and how you plan to assess their impact. Sample products may include, but are not limited to: a newly developed online game to be used in courses to facilitate learning, a collaborative publication in a peer-reviewed journal, a conference hosted at CSUSB, sponsored by the TRC, and organized by the CIG, a series of faculty workshops or conversations sponsored by the TRC and facilitated by the CIG, etc.
- D. WORK PLAN: Explain the work you must do in order to execute your project and evaluate its impact. Be sure to include a timeline.
- E. BUDGET: Explain (using line items) how you plan to use your funding. Appropriate expenses include, but are not limited to supplies, technology, food, relevant travel, speakers, and small stipends (not to exceed \$500). Please also list any external funding, if any, that will be used to support this project.
- F. DISSEMINATION: I agree to participate in dissemination events to be sponsored by the Teaching Resource Center in AY 2016-17. ___ Yes ___ No

CRITERIA FOR SELECTION

1. The rationale for the project, its scholarly nature, and the impact it will have on student learning is clearly explained and justified. (40%)
2. The outcomes or products and means of evaluation are relevant and high-impact (30%)
3. The work plan is clear, realistic, and substantive. (15%)
4. The budget is appropriate for the project. (15%)