

Innovative Instruction Technology Grants (IITG)
Round Nine (2020) Request for Proposals
“Scaling Innovation at SUNY ”

IITG funds encourage SUNY faculty and staff to extend beyond departmental and campus boundaries to pilot, share and “scale up” innovations that transform and impact teaching and learning practices. This RFP seeks project ideas that will build upon [previous IITG project outcomes](#) and have the potential to leverage technology to improve student learning, success and program completion throughout SUNY. **Proposals are due February 23, 2020 at 11:59 pm at <https://innovate.suny.edu/iitg/apply/>**

Types of Applications and Funding Levels

Applicants are strongly encouraged to select the funding tier that best suits the project. Please do not submit duplicate or similar projects at multiple funding tiers:

§ **Tier 1 – Up to \$10,000** for small, proof-of-concept projects. Campus or external in-kind budget resources are encouraged, but not required.

§ **Tier 2 – Up to \$20,000** to develop and/or pilot proof-of-concept projects. 25% of the requested project funds must be matched by the campus or an external partner through in-kind resources. Interdepartmental or cross-campus collaborations are strongly encouraged, but not required.

§ **Tier 3 -- Up to \$60,000** to develop and/or pilot proof-of-concept projects. 50% of the requested project funds must be matched by the campus or a partner through in-kind resources. Proposals that do not include a cross-campus/multi-campus collaboration at this level are rarely funded.

Eligible Expense Guidelines

Applicants are strongly encouraged to attend an [IITG webinar](#) , review [FAQ Budget Questions](#), and [Application and Program Support](#) resources. Applications that do not follow the guidelines are marked down during the evaluation phases.

IITG is funded by University Wide (taxpayer) funds. This initiative is NOT connected to the Research Foundation, and must follow all **campus based guidelines for state fund expenditures, including fiscal year (June 30, 2021) deadlines**. Unexpended funds will not be available after the deadline!

IITG does *not* directly support technology infrastructure. Proposals that appear to seek expenditures on technology for the sake of bolstering campus infrastructure will **not** be eligible for funds (e.g., furniture or technology to support a classroom, or a cart of mobile devices). However, if the technology is critical to pedagogical solutions and learning outcomes under exploration (e.g., piloting a newly developed discipline-based application technology), that cost is eligible.

If a campus invests in a new technology (e.g., use in classroom or classrooms, or licensing that covers users beyond a pilot investigation), that investment can count as campus matching funds in the project budget.

Time and campus resources (faculty, staff, and student) in support of a project (to the exclusion of normal activities) are eligible as part of the campus match, including summer release time. Extra service funds are eligible, but a strong case for such should be described in the budget narrative. [1]

IITG funds used to support participant incentives, refreshments for meetings and seminars are eligible under strict state guidelines. Campus policies must be followed. It is recommended that applicants investigate campus policies prior to budgeting these types of activities.

IITG does not fund projects that are primarily focused on normal departmental curricular/disciplinary course (re)design. IITG may be used to support curricular/disciplinary projects with “technology in service of pedagogy” as a primary objective (e.g., development or pilot of a technology application that improves a curricular or disciplinary process).

Proposal Evaluation

Note: All SUNY Faculty and Staff are invited to serve as IITG reviewers. Information about how to apply as a reviewer is posted on the IITG website: <https://innovate.suny.edu/iitg/>

Each proposal will be evaluated in three stages:

1. Projects are blind peer-reviewed from a [rubric](#) mirroring the RFP. Reviewers have access to the complete proposal as submitted, but all reviewer identity and scores are blind. Peer review scores and comments are ranked and compiled.
2. [The compiled files](#) are forwarded to the [Innovative Instruction Research Council \(IIRC\)](#) and SUNY Provost staff for funding recommendations aligned to SUNY priorities as described in this RFP.
3. The SUNY Provost makes final funding decisions within available resources.

The IIRC uses the following rubric to evaluate peer ranked proposals for evidence of:

§ Innovation defined in one of four ways;

- Basic innovation - smaller, low-stakes projects that seek to test ideas in single courses or programs. (Most likely IITG Tier One)
- Sustaining innovation - well-defined but somewhat new educational approaches that may merit widespread adoption. (Typically Tier Two or Three)
- Breakthrough innovation - projects that seek new solutions to well understood and pervasive educational challenges. (Typically Tier Two and Three)
- Disruptive innovation - projects that seek to employ creative solutions to the most intractable and hard to address educational challenges. (All Tiers depending on scale)

§ Alignment with one or more SUNY strategic objectives;

- Improve student learning, student success, & program completion
- Build competencies and support post traditional and adult learners – particularly those seeking to reinvent their academic or career trajectory
- Support modular courses or pathways that are highly transferable and “stackable” into microcredentials, certificates or degrees
- Address needs identified by recent [FACT2 task groups](#) on educational transformation, online pedagogy, adaptive learning, open pedagogy, micro-credentialing, mixed realities, students with special needs, learning environments, and virtual and alternative labs;
- Address one or more of the four themes in [Chancellor Kristina Johnson’s 2018 State of the University \(SOU\) address](#): Innovation & Entrepreneurship; Individualized Education; Sustainability; and Partnerships. (Please note this RFP pre-dates the Chancellor’s 2020 SOU which may further articulate and guide SUNY strategic objectives.)

§ Overall quality;

- Clear project description and vision
- Feasibility (project timeline and budget)
- Assessment Plan (how the project goals and outcomes will be assessed, measured and reported)
- Collaboration (if relevant to the project)

§ Clear justification for the proposed funding tier (NOTE: IF seeking a renewal, the narrative must describe progress to date, how funds will extend the progress, and how the project will be sustained absent IITG funds in the future);

§ Strong potential to scale from a small scale IITG effort into a larger campus or sector opportunity through external funding;

§ How well the proposed innovation, practice or method can be shared, adopted and replicated either within a particular discipline, or across disciplines; or within an existing or newly proposed community of practice;

§ Campus support and appropriate levels of in-kind support to ensure successful project completion.

Project Requirements and Limitations

All campus-based SUNY faculty, staff and administrators (including community colleges) are encouraged to respond to this RFP within the following guidelines:

§ IITG seed grants are limited to two rounds of funding per project. As with all previous grant rounds, projects receiving IITG funds [must select a Creative Commons license](#) when submitting final outcomes. This program may not be suitable for projects with commercial licensing value. It is acceptable to collaborate with a commercial partner so long as the final project outcomes have a Creative Commons license. Specific issues can be addressed on a case by case basis.

§ Findings are required to be shared at the annual SUNY CIT conference in a format of choice, the IITG website, and any relevant discipline-based communities of practice.

§ Projects that may impact campus IT infrastructure (e.g., cloud based operations, network security, etc.) should be reviewed by appropriate technical support staff. If relevant, a letter of support from a campus technology leader is encouraged.

§ All local campus policies and procedures must be followed for appropriate use of State funds.

§ If necessary, research related projects intended for later publication should consult with campus based IRB resources as soon as practical.

§ Any campus submitting a proposal(s) must have a minimum of one campus FACT² representative actively participating in FACT² webinars, and communicating and distributing SUNY information and activities throughout their home campus.

Program Resources and Information

[The Innovative Instruction Research Council \(IIRC\)](#) urges applicants to review [Exemplars of Past Projects](#) that illustrate either direct transformational impact or have strong potential for large scale collaborations.

Application information is available and regularly updated. Applicants are strongly encouraged to attend an orientation webinar (Friday, January 17th) followed by a Q&A session (Thursday, February 6th). Registration for both webinars is available at <https://sunycpd.eventsair.com/iitg20/info20>.

Awards will be announced prior to the 2020 SUNY Conference on Instruction and Technology (CIT) at SUNY Oswego to enable principal investigators time for project planning prior to the start of the summer months. Any project expenditures incurred prior to funds distribution **must be supported by the campus** (but can be made whole through a later journal transfer once University wide funds are in place).

Timeline Targets

December 6, 2019	Online IITG Application Site Opens
January 17, 2020	Online Orientation Webinar (Noon)
February 6, 2020	Q&A Webinar (Noon)
February 23, 2020	Application Deadline (11:59pm)
February 24- March 16, 2020	Peer Review

March 17 – April 17, 2020	IIRC & SUNY Provost Staff Review
May 8, 2020	Award Notification Target
June 1, 2020	State Accounts Assignment Target (MOUs distributed shortly thereafter)
June 30, 2021	All 2020 Funds MUST BE Expended or Encumbered – (Hard Deadline)

Every effort is made to follow these timeline targets. However, award announcements, and assignment of account numbers may vary.

Questions regarding this RFP should be directed to the IITG Project Team at: iitgrants@suny.edu

[1] Please refer to [IITG FAQ](#) for details, but in general, budgeting the true cost value of campus services, such as video production, student labor, and a portion of faculty/staff time dedicated exclusively to the project, is acceptable. All project applications **MUST** use the [IITG budget template](#) provided.