

[SUNY Innovative Instruction Technology Grants \(IITG\)](#) [2023 Request for Proposals](#)

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 Friday, February 17, 2023 at 11:59 pm at <https://online.suny.edu/iitg2/apply/>**

Funding Level Requirements¹

Applicants can request up to \$60,000 for their project. The level of interdepartmental or cross-campus collaboration is encouraged as the funding request rises.

- For proposals up to \$15,000, campus or external in-kind budget resources are encouraged, but not required. Projects requiring “start-up funds” at the individual or small group faculty level to test a concept are ideal for this funding level.
- For proposals more than \$15,000 up to \$30,000 an additional **25% cost share** must be matched by the campus or an external partner through in-kind resources. A guiding assumption at this funding level is that collaboration with other faculty or departments/schools is not required, but is encouraged.²
- For proposals more than \$30,000 up to \$60,000 an additional **50% cost share** must be matched by the campus or an external partner through in-kind resources. Proposals that do not include a cross-campus/multi-campus collaboration at this level are rarely funded.³

Examples of successful past proposals are [available for review](#).

Eligible Expense Guidelines

Applicants are strongly encouraged to attend the IITG webinar, review [FAQ Budget Questions](#), and [Application and Program Support](#) resources. Non-compliance to the guidelines will be penalized in the evaluation process.

IITG is funded by University-wide 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, 2024) deadlines**. Unexpended funds will not be available after the deadline!

¹ Note previous IITG rounds included three funding tiers, and support documentation may still reference these distinct tiers. Functionally, there is little difference other than three funding tiers being collapsed into one, with a slightly reduced funding-match threshold as described in this current RFP.

² A proposal requesting \$30,000 will require \$7,500 matching funds for a total budget of \$37,500 for the project.

³ A proposal requesting \$60,000 will require \$30,000 matching funds for a total budget of \$90,000 for the project.

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 software or 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.⁴

IITG funds used to support participant incentives, refreshments for meetings and seminars are eligible under very 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://online.suny.edu/iitg2/reviewer-volunteer-form/>

Each proposal will be evaluated in three stages:

1. Projects are 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 during the scoring phase.
2. Scored proposals with anonymous reviewer comments 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.

⁴ 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.

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
- **Sustaining innovation** - well-defined but somewhat new educational approaches that may merit widespread adoption
- **Breakthrough innovation** - projects that seek new solutions to well understood and pervasive educational challenges
- **Disruptive innovation** - projects that seek to employ creative solutions to the most intractable and hard to address educational challenges

§ Alignment with one or more SUNY strategic objectives:

- Align with the charges of the recent [FACT2 task groups](#) - “Leveraging the DLE” and “Inclusive Pedagogy”
- Address diversity, equity, inclusion, and/or social justice
- Support modular courses or pathways that are highly transferable, relevant for workforce development, and “stackable” into micro-credentials, certificates or degrees
- Build competencies and support post traditional and adult learners – particularly those seeking to reinvent their academic or career trajectory
- Improve student learning, student success, & program completion

§ 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 amount of proposed funding (NOTE: If proposed project builds on a past IITG award, 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 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 Parameters

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

§ 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.

§ Project outcomes 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, LMS integrations, software purchases, network security, etc.) should be reviewed by appropriate technical support staff and attach a letter of support from a campus technology leader and/or other relevant campus personnel (registrar, legal, etc.).

§ 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 their campus sponsored program office as soon as practical to discuss research compliance issues, e.g., IRB.

§ 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.

§ SUNY may offer successful IITG recipients the opportunity to partner with strategic partners, such as Lumen Learning, to engage in reflective practice circles related to projects. SUNY may also offer IITG recipients the opportunity to work with Lumen Learning to assist with validating and extending learning innovation.

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 [the informational webinar Jan. 17 \(Noon-1\)](#). All who register will receive a link to the webinar recording.

Timeline Targets

Week of November 28 2022	Meeting of the IIRC to review Request for Proposals (RFP)
Week of December 5, 2022	Finalize RFP with Provost's Office
December 14, 2022	RFP sent to campuses
December 14, 2022	Online IITG Application Site Opens
Jan 17, 2023 (Noon - 1)	Informational Webinar with Q&A Register here: https://sunycpd.eventsair.com/iitg-informational-webinar/regiitgw
Feb 17, 2023	Application Deadline (11:59pm)
Feb 20 - March 13, 2023	Peer Review
March 14 – April 24, 2023	IIRC & SUNY Provost Staff Review
May 8, 2023	Award Notification Target
June 15, 2023	State Accounts Assignment Target (MOUs distributed shortly thereafter)
June 30, 2024	All 2023-24 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