



WILLIAM E. KIRWAN

CENTER *for* ACADEMIC INNOVATION

Maryland Open Source Textbook (MOST) Initiative High-impact OER Mini-Grant Program Application

INSTRUCTIONS: Using the attached Mini-Grant Planning Document as a guide, provide answers to the following questions while remaining within the word limit guidelines. We encourage applicants to attend one of the Mini-Grant Informational Webinars prior to submitting a proposal (see the Kirwan Center website for the webinar schedule). **All proposals must be submitted by 5 PM Eastern Time on Wednesday, March 8, 2017.** Please email completed proposals in MS Word or PDF format to cai@usmd.edu.

CONTACT INFORMATION

1. First Name
2. Last Name
3. Title
4. Email Address
5. Institution
6. Department

PROJECT DESCRIPTION AND INFORMATION

7. Which type of mini-grant are you applying for?
 1. Adopt/Adapt OER (\$500 - \$1,500)
 2. Scaling OER (\$1,500 - \$2,500)
8. What course(s) will be the focus of your project? Please include the course title, a brief description of the course, estimated student enrollments, and title and cost of the textbook currently used. [150 word limit]
9. Please describe your experience teaching or supporting this course. [150 word limit]
10. Are there existing Open Educational Resources available for this course? Please describe what materials exist and provide a reference URL for them if available (optional for Adopt/Adapt OER proposals; required for Scaling OER proposals). [200 word limit]
11. Describe your plans for adopting/adapting or scaling OER during the Fall 2017 semester. Please be sure to address the Eligibility Criteria noted in the Mini-Grant Planning Document. [500 word limit]
12. Describe any institutional or departmental support for your proposed project (optional). [150 word limit]

13. Describe any collaboration with other instructors, instructional designers, librarians, support staff, etc. that will take place (optional). [150 word limit]
14. What level of funding are you requesting and how will it be used? Please be sure to remain within the range for the type of mini-grant you are applying for and provide a brief budget summary. Funds can be used in a range of ways including faculty stipends, release time, travel, etc. [250 word limit]
15. Have you reviewed the Participation Requirements and are you willing to commit to them? [Yes/No]
16. Please add any additional information you feel is pertinent to your proposal application (optional). [250 word limit]



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Maryland Open Source Textbook (MOST) Initiative High-impact OER Mini-Grant Program Planning Document

Overview

The Maryland Open Source Textbook (MOST) initiative, led by the University System of Maryland's William E. Kirwan Center for Academic Innovation, is seeking proposals for a new High-Impact OER Mini-Grant program to strategically support Maryland public institutions' efforts to adopt Open Educational Resources (OERs) as a means to greatly reduce textbook costs and address college affordability for students. Building on the prior success of the MOST initiative, this new funding program will target OER adoption in "high impact," high enrollment courses for which high-quality OER already exists. In addition to supporting adoption of OER by individual faculty, the program will also support the scaling of OER adoption within institutions across multiple course sections.

Two types of mini-grants will be awarded: 1) Adopt/Adapt OER (\$500 - \$1,500) and 2) Scaling OER (\$1,500 - \$2,500). Proposals must be received by **Wednesday, March 8, 2017**. Additional information regarding deadlines and timelines, eligibility criteria, participation requirements, and how to apply for grants in both categories is provided below.

High-impact OER Mini-Grant Program Timeline

- **February 9, 2017** - Call for proposals opens
- **February 13 - 22, 2017** - Mini-grant informational webinars held¹ (see website for dates and registration information)
- **March 8, 2017 (5 PM Eastern Time)** - Deadline for all proposals
- **March 15, 2017** - Grantees notified
- **April - May 2017** - High-impact OER Adoption workshops for Adopt/Adapt OER grantees²
- **April - May 2017** - High-impact Scaling webinars for Scaling OER grantees
- **May - July 2017** - Final OER preparation work
- **August 2017** - Online or brief face-to-face training for adjuncts involved in Scaling grants

¹ We encourage attending one of these informational sessions before submitting your proposal

² Dates and locations for workshops will be selected based on the grantees selected and their availability

Adopt/Adapt OER Mini-Grants (\$500 - \$1,500)

Eligibility Criteria

To be eligible for the Adopt/Adapt OER mini-grant program, proposed projects must:

- Replace traditional textbooks with OER as a means to reduce students' costs and make education more affordable. After the project, total course materials costs cannot exceed \$40, with lower costs preferred.
- Target OER adoption in a high enrollment course for which high-quality OER content already exists and has been developed into comprehensive course materials, including supplemental materials such as test questions, presentation slides, and handouts. Such courses include but are not limited to³:

Freshman Seminar/College Success	Introduction to Psychology
English Composition I and II	Introduction to Sociology
Basic Reading & Writing	College Algebra
Introduction to College Composition	Beginning and Intermediate Algebra
American Literature I and II	Mathematics for Liberal Arts
U.S. History I and II	Introduction to Statistics
Music Appreciation	Biology I and II
Introduction to Business	Chemistry
Macro/Microeconomics	Geology
Principles of Marketing	Public Speaking/Communication

- Faculty applying for the Adopt/Adapt mini-grant must commit to teaching at least one section of the course using OER during the Fall 2017 semester. Adoption in more than one section is encouraged.

In addition, we will be looking for the following in Adopt/Adapt OER mini-grant proposals (preferred but not required):

- The potential to scale use of OER to most or all course sections over time.
- Some prior experience with OER.
- Institutional and/or departmental support to participate.

³ Please email cai@usmd.edu if you have questions regarding eligibility of specific courses

Participation Requirements

If selected, Adopt/Adapt OER mini-grant awardees will commit to the following:

- Participate in a one-hour pre-workshop webinar on OER Adoption Planning.
- Participate in a one-day face-to-face High-Impact OER Adoption workshop designed to help faculty adopt existing OER and prepare their course for delivery.
- Successfully implement proposed plan and meet student cost saving goals.
- Share outcomes of OER adoption at a local or state professional development event.
- Complete a faculty survey and assist in administering a student survey⁴.
- Complete and submit a W9 and Faculty Agreement form.
- Assist in collection of de-identified student impact data.

Scaling OER Adoption Mini-Grants (\$1,500 - \$2,500)

Eligibility Criteria

To be eligible for the Scaling OER Adoption mini-grant program, proposed projects must:

- Be led by someone with experience teaching with OER.
- Describe projects aimed at scaling the use of OER across multiple sections of a high enrollment course for which high-quality OER content already exists and has been developed into comprehensive course materials, including supplemental materials such as test questions, presentation slides, and handouts. Such courses include but are not limited to⁵:

Freshman Seminar/College Success	Introduction to Psychology
English Composition I and II	Introduction to Sociology
Basic Reading & Writing	College Algebra
Introduction to College Composition	Beginning and Intermediate Algebra
American Literature I and II	Mathematics for Liberal Arts
U.S. History I and II	Introduction to Statistics
Music Appreciation	Biology I and II
Introduction to Business	Chemistry
Macro/Microeconomics	Geology
Principles of Marketing	Public Speaking/Communication

⁴ These surveys have received IRB approval and all technical administration will be handled by Kirwan Center staff

⁵ Please email cai@usmd.edu if you have questions regarding eligibility of specific courses

- Commit to scaling the use of OER to at least four sections of a “high impact” course during the Fall 2017 semester.
- Reduce students’ cost of course materials to \$40 or less.

In addition, we will be looking for the following in Scaling OER Adoption mini-grant proposals (preferred but not required):

- Includes institutional and/or departmental support to participate.
- Collaboration that involves multiple instructors, instructional designers, librarians, and support staff.
- A general plan to sustain adoption over time.

Participation Requirements

If selected, Scaling OER Adoption mini-grant awardees will need to commit to the following:

- Participate in two 1-hour OER High-impact Scaling webinars designed to help finalize project implementation plans, share best practices and address barriers to success.
- If appropriate, help plan and coordinate faculty training for instructors teaching sections of the OER course. The workshop can be led by experienced OER trainers and will be provided free of cost by the Kirwan Center.
- Successfully implement the proposed OER scaling plan and meet student cost saving goals.
- Share the outcomes of OER adoption and scaling work at a local or state professional development event.
- Ensure all participating instructors complete a faculty survey and administer a student survey⁶.
- Complete and submit a W9 and Faculty Agreement form.
- Assist in collection of de-identified student impact data.

Proposal Review and How to Submit (applies to both mini-grant opportunities)

The following criteria will be used to evaluate and select proposals to receive funding:

- Degree to which proposal meets or exceeds eligibility requirements
- Total student cost savings
- Level of institutional or departmental support
- Feasibility of meeting cost saving goals within time and budget constraints

⁶ These surveys have received IRB approval and all technical administration will be handled by Kirwan Center staff

To submit your proposal:

Using this planning document as a guide, complete the High-impact OER Mini-Grant Program Application and **submit the proposal by 5 PM Eastern Time on Wednesday, March 8, 2017**. Applicants are encouraged to attend one of the Mini-Grant Informational Webinars prior to submitting a proposal (see the Kirwan Center website for the webinar schedule). Please email completed proposals in MS Word or PDF format to cai@usmd.edu.