Immersive Learning Grant Questions (New Grant)

* This section is needed

Specific notes about the questions are located underneath

Part 1 - Basic Project Information: Title of Project *

Project Director *

Project Director Department *

Is there a co-project director? (Yes or No)

If yes, two required questions will follow

Co-Project Director *

Co-Project Director Department*

Provide a 1-3 Sentence Abstract for Project *

Form submission will not be possible if abstract exceeds 500 word limit.

Number of Students Projected *

Credit Hours Awarded Per Student *

Time Frame of Funding Request *

Semester(s) and Years(s)

Total Budget Amount Requested *
Please list the names of people you consulted during the preparation of your proposal. *

Email Address of Project Director Departmental Chair *

Email Address of Project Director College Dean *

Part II - Proposal Narrative: Describe Proposed Project *

Is this a continuing project previously funded by a Provost Grant? * (Yes or No)
   Will be marked as No for new projects

Explain how this project is student-driven. *
   Student-Driven – The purpose of this grant proposal is to encourage more undergraduates to engage in high impact opportunities that allow them to apply their knowledge in real-world situations. The students are the ones who create, implement and evaluate the plan or research under the guidance of a faculty mentor.

Describe how your partner will contribute to your student learning outcomes. *
   Student Learning Outcomes – Statements that outline what students will know, be able to do, or be able to identify at the completion of an immersive learning or undergraduate research activity. These outcomes are usually expressed as knowledge, skills, attitudes or values.

How will the project fill a partner's need, address a challenge, or solve a problem? *

Attach letters of support from external and/or internal partners showing their understanding of the project and what role they will play.
   Acceptable files types: pdf, doc, docx.
List anticipated student learning outcomes for this project: *

Student Learning Outcomes – Statements that outline what students will know, be able to do, or be able to identify at the completion of an immersive learning or undergraduate research activity. These outcomes are usually expressed as knowledge, skills, attitudes or values.

How will you assess your project's student learning outcomes? *

Student Learning Outcomes – Statements that outline what students will know, be able to do, or be able to identify at the completion of an immersive learning or undergraduate research activity. These outcomes are usually expressed as knowledge, skills, attitudes or values.

For a sample assessment rubric, please visit https://cms.bsu.edu/about/administrativeoffices/entrepreneurial-learning/immersive-learning/for-faculty/provost-immersive-learning-grant-application

How will the project outcomes be disseminated, presented, or promoted within your profession and/or community?

Part III - Departmental Information: Check all that apply regarding your department's approval of this project: * (Two options)

- I have discussed this project with my chair and have received my department's endorsement for this project.
- This project will be implemented through an existing course or courses.
  
  If implemented through an existing course, please note the course(s). *

Have or do you intend to seek additional funding or other support for the development of this project? * (Yes or No)

If Yes- What funding sources are you considering? *

Are there plans to continue this project? * (Yes or No)

If Yes- If yes, please explain how. *

Check all that apply concerning your teaching load: *

- The course(s) I intend to use to implement this project is/are part of my teaching load.
• I am requesting a buyout for one or more classes in order to do this project.
• I am requesting an overload to complete this project.
• Other
  If other, please explain loading arrangements. *

Part IV - Student Information: How many students will participate in this project? *

Will this project be conducted primarily by undergraduate students? * (Yes or No)
  If no, please explain the role of graduate students in your project. *

How will students be recruited for this project? *

How will students earn credit for this experience? Please provide course numbers, course titles, and the credit hours for each course. *

What disciplinary fields and skill sets will you require to complete this project? *

Part V - Budget: Please attach a budget spreadsheet. *

Acceptable file types: pdf, doc, docx, txt, xls, xlsx.

Budget spreadsheet should include such items as personnel, travel, supplies, equipment, administrative costs as applies and any other budget categories that are applicable to your project.

Please provide more information on any items in your budget that may need additional explanation. For example, you may want to elaborate of how a certain conference, piece of equipment, or supplies are essential to the project, etc. *
Part VI - Other Considerations: Does this project require IRB approval? * (Yes or No)

If yes, where are you in the IRB application/review process? *

Ball State’s Institutional Review Board (IRB) is a peer-review committee responsible for protecting the rights and welfare of individuals participating as human subjects for research. The board reviews and approves all of Ball State’s research protocols involving human subjects in order to ensure compliance with laws and national standards regarding the ethical treatment of human subjects. Approval must be attained before conducting research that involves people.

For more information, visit http://cms.bsu.edu/about/administrativeoffices/researchintegrity/humansubjects

Does your project involve working with minor children? * (Yes or No)

For information on Ball State's policy regarding minors, please visit http://cms.bsu.edu/about/administrativeoffices/riskmanagement/relatedpolicies/policy-regarding-minors

Could this project produce products or designs considered intellectual property? (Yes or No)

If yes, have you reviewed the university's Intellectual Property Policy? * (Yes or No)

IP will relate to technology developed by Ball State faculty, staff, students and others participating in Ball State programs. Whenever a faculty member participates in Ball State programs or uses Ball State funds, resources or facilities to create a work of intellectual property, the creators/inventors must submit an IP Disclosure form to the Technology Transfer Office.

For more information, visit http://cms.bsu.edu/-/media/WWW/DepartmentalContent/Library/Copyright/PDFs/BSU-IP-FAQs.pdf

Does your project require technical skills that you do not have? * (Yes or No)

If yes, how will you address these needs? *

Part VII - Supporting Documents: I have attached a letter of support from any internal departments or centers (outside my home department) that will be involved in this project. * (Yes or No)
I have attached a letter of support from external partners who will be involved in the project. * (Yes or No)

My project involves post-project technical support or maintenance. I have contacted Brandon Smith in the Academic Support Office, and I am attaching a project technology maintenance plan and cost projection. * (Yes or No)

If yes, Post Project Technology Maintenance Plan and Cost Projection *

This on-campus department focuses on media production and technology needs of faculty and academic departments across campus. The unit supports and collaborates on a variety of media-rich projects. This unit can assist faculty who have technical, web-based projects that require maintenance when grant funding ends. Contact Brandon Smith, Director of Academic Support at bhsmith@bsu.edu