**Faculty Instructional Resource Development Grants**

**Project Proposal**

Deadline for grant proposal: April 21, 2023 at 3:00pm

Submit to: James G. Murphy, IRC Chair

**Applying for Grant Amount:** Click or tap here to enter text.

(Typical grant amounts are $250, $500, $1000, 1500 not to exceed $2500)

**Project Title:** Click or tap here to enter text.

**Faculty Member:** Click or tap here to enter text. **Division:** Click or tap here to enter text.

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**PROJECT DESCRIPTION**

***(Expand the spacing for each category as needed.)***

**Purpose/ Problem**: (What problem are you trying to solve? Is the project unique, not otherwise available? Does it include elements of innovation, collaboration, potential dissemination, and sustainability?

Click or tap here to enter text.

**Project Goals**: (Describe the final product and how it will solve the problem)

Click or tap here to enter text.

# **Impact:**

# Course Number(s) /Titles of course(s) effected by project

Click or tap here to enter text.

# Numbers of students effected by the project

Click or tap here to enter text.

# Explain how project impacts course Student Learning Outcomes

Click or tap here to enter text.

**Evaluation Plan**: (How will achievement of project goals and objectives be measured?)

Click or tap here to enter text.

**Resources Needed for the Project: (**Include anyphysical, human, or informational resources you will use to complete the project. Any purchases with grant funds must be approved by FRCAE in advance.)

Click or tap here to enter text.

**Additional Requirements:**

Supply and/or complete the following as evidence of the project’s conclusion:

* Periodic status reports should be made to FRCAE as the grant period progresses.
* Presentation of Project results will be given (two times) during PD days and
  + Present at the Tech Showcase, etc. –or—
  + Hold a solo .5 – 1 hour presentation at a FRCAE session –or—
  + Present at a Tech Day Conference, representing NCCC–or—
  + Present before the NCCC Board of Trustees
* Final instructional materials and project evaluation must be submitted to IRC and FRCAE by January 2024.

**Timeline/Budget:** (Schedules are attached.)

Faculty Member’s Signature: Click or tap here to enter text.

Division Chair’s Signature: Click or tap here to enter text.

**Timeline:** Break the project into specific tasks and estimate the hours needed for each to the best of your ability. Please continue on the back of page if necessary

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| Task | Hours |
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| **nccc** | **IRC Grant Application - Budget**  **IMPORTANT: Complete and submit along with a written justification for the expenditures listed** | | |
| **Name:**  **Click or tap here to enter text.** | | **Date:**  **Click or tap here to enter text.** |

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| **Project Name:**  **Click or tap here to enter text.** |

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| **Team Member** | **% Project Responsibility** |
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| **Personnel Costs:** | | **Hours** | **Rate $35 p/h** | **Total** |
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| **Expenses:** (copying, CDs, printing, etc.) Briefly describe | | | |  |
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| **Equipment:** (Only items necessary to fulfill grant) Briefly describe | | | |  |
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| **Total Project Budget** | | | | Click or tap here to enter text. |
| **Amount Requested** | | | Click or tap here to enter text. |
| **Amount Approved by IRC** | | | Click or tap here to enter text. |

IRC Grant Criteria

* The FRAC Grant supports research and/or development of instructional resources that are beyond normal job responsibilities.
* The end-product of the grant must impact the NCCC student body in the relevant accredited NCCC course(s). Proposals that do not have a direct classroom impact will not be considered.
* Applicants may be full-time or adjunct faculty.
* Grant funds may be used for purchase of single copies of developmental software and/or needed equipment. The grant funds are not to be used for purchase of equipment or software that would be covered in departmental budgets. All purchases using grant funds are subject to prior FRCAE approval.
* Proposals ***must*** be submitted by the deadline and approved by the division chair. Late or unsigned proposals will not be considered.
* Grant projects should be scheduled for completion during the summer/fall following the grant award. The need for any exceptions should be described in the grant application.
* Documentation Requirements:
* Periodic status reports should be made to FRCAE as the grant period progresses.
* A presentation on the project results will be given during PD days or, upon request, individually to the IRC committee.
* Presentation of Project results will be given (two times) during PD days and
  + Present at the Tech Showcase, etc. –or—
  + Hold a solo .5 – 1 hour presentation at a FRCAE session –or—
  + Present at a Tech Day Conference, representing NCCC–or—
  + Present before the NCCC Board of Trustees
* Final instructional materials and project evaluation must be submitted to IRC and FRCAE by January 2024.

**The proposals are rated based on:**

*1. Purpose/Problem*: Solves a problem, uniqueness, not otherwise available, elements of innovation, collaboration, potential dissemination, and sustainability

*2. Project Goals*: Clearly defined and measurable

*3. Impact:*  Expected impact on Student Learning Outcomes, number of students/classes impacted, potential for stimulation of new programs, skills acquired or mastered by the Faculty Member

*4. Timeline/Budget:*  Realistic, well-detailed in dollar amounts and hours necessary to complete project

*5. Evaluation Process:* Clearly defined and measurable