**Proposal for ACHE/ACCS Open Educational Resources Grant**

For Academic Year 2018-2019

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| **Submitter Name** |  | | |
| **Submitter Title** |  | | |
| **Submitter Email** |  | | |
| **Submitter Phone Number** |  | | |
| **Submitter Campus Role** *(Faculty/Team Lead, Grants Office Representative, Academic Affairs Office Representative, etc.)* |  | | |
| **Applicant Name**  *(Faculty/Team Lead; must be an implementing faculty member)* |  | | |
| **Applicant Email Address** |  | | |
| **Applicant Phone Number** |  | | |
| **Applicant Job Title and Department, Division, School, etc.** |  | | |
| **Applicant Institution Name** |  | | |
| **Other Team Members**  ***(****Name, Title, Department, Institutions if different, and email address for each)* |  | | |
| **Sponsor Names, Title, Department, Institution** *(for each letter of support)* |  | | |
| **Proposal Title** |  | | |
| **Award Category** *(Check only one):*  **Amount of Funding Requested:** | **Small-Scale Alteration**  **($250 - $1,000** | **Medium-Scale Conversion**  **($1,000 - $3,000)** | **Large-Scale Transformation**  **($3,000 - $5,000)** |
| **$** | **$** | **$** |
| **Projected Impact** | **Estimated Number of Students Impacted Annually**  (From GRAND TOTAL “A”, Page 2) | **Projected Total Annual Student Cost Savings**  **(**From GRAND TOTAL “B”, Page 2) | **Average Projected Cost Savings Per Student**  (Divide GRAND TOTAL “B” by GRAND TOTAL “A” |
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**Information on Courses Targeted for OER Implementation**

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| **Course Number and Name**  *(Example: ENG 101 English Composition I)*  *(Insert additional rows as needed to accommodate all courses affected at all participating institutions, including sections offered by different delivery if they use different learning materials)* | **Institution** | **Estimated Annual Enrollment** | **Cost Per Student for All Currently Required Learning Materials** | **Cost Per Student for All Proposed Required Learning Materials** | **Savings Per Student After Implementation of Proposed OER** | **Total Annual Projected Student Savings** |
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| **A. GRAND TOTAL:** | |  | **B. GRAND TOTAL:** | | |  |

*Note: Each course targeted for OER implementation under this grant program must be taught during both fall and spring semester of the 2018-2019 academic year. The team lead must teach at least one section of each course during each semester.*

**Narrative**

**Description of project:** *(1)**In the space below, discuss the goals of the project. What do you hope to achieve?*

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*(2) Describe the student learning materials (textbooks, lab manuals, homework/test systems, supplementary reading material, etc.) that are currently required in each course, tell which of those are targeted for replacement with OER, and tell whether you plan to replace these by adopting existing OER, revising existing OER, or creating completely new OER.*

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**Action Plan***: In the space below, describe the role of each project team member and the work or activities expected from them.*

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**INSTITUTIONAL SUPPORT:** (*1) In the space below, describe the institutional support that will be made available for the project, including any in-kind financial support, assistance from instructional or graphic designers, help with writing, editing, research, etc.*

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(2) *Think about the individuals (other than students) and departments, divisions, or schools that have a stake in the success of this project. If the project is successful, what support from these stakeholders can you expect for continued use of the implemented OER? What evidence exists that this expectation is reasonable? Use the space below to answer these two questions.*

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**Sustainability Plan:** *What is your plan for offering the course in the future, including maintenance, enhancement, and updating of course materials?*

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**Budget**

*In the table below, please list all anticipated expenses to complete the project. Include personnel (salaries, replacement costs for release time, overload pay, etc.) and other project expenses including software, supplies, equipment, travel, etc. Insert additional rows as needed.*

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| **Expense Category** | **Amount Requested** | **Value of Institutional In-Kind Contribution** | **Project Total** |
|  | $ | $ | $ |
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| **Grand Totals** | $ | $ | $ |

**References & attachments:** *A letter of support must be provided from the sponsoring area (unit, office, department, school, library, campus office of the Vice President for Academic Affairs, etc.) that will be responsible for administration of funding. Letters must reference sustainability. In the case of multi-institutional affiliations, all participants’ institutions/departments must provide a letter of support.*