**Technology Investment Grants, FY 2013**

**Purpose:** The Provost Office invites applications for funding in support of projects that enhance or inspire innovative use of technology in support of the academic experience at UB. Preference will be given to proposals that support teaching and learning outcomes of UB students and support at least one of the objectives in the University’s strategic plan (<http://www.ubalt.edu/template.cfm?page=51>).

**Eligibility:** All individuals who hold regular faculty appointments at the University of Baltimore, including tenured, tenure-track, contractual faculty and librarians.

**Application Process:** Proposals should be submitted to the Office of Sponsored Research, LAP 116, on or before **October 15, 2012**. Interested individuals should submit a written proposal that describes in a clear and concise manner the significance of the proposed project, a description of the project goals and objectives, the assessment of outcomes, and a detailed budget request. Proposals should be no longer than 3 pages, single spaced, 12-point font, standard 1-inch margins, and should include a signed cover sheet (download here). An electronic copy should also be emailed to Alicia Campbell at acampbell@ubalt.edu.

**Review Process:** Proposals will be reviewed by a team of Provost Office staff, OTS staff and UB faculty. Successful applicants will be notified by **November 16, 2012**. Since priority will be given to new proposals that demonstrate innovative use of technology that directly impacts student teaching and learning outcomes, proposals will be evaluated based on the following criteria:

* Educational value and innovation of the proposed project
* Ability of applicant to effectively carry out the project by summer 2013.
* Potential positive impact on teaching, research and learning outcomes or student success
* Reasonableness of budget request

**Funding:** The maximum award is **$15,000**. Please request the minimum amount of funds that will allow you to conduct the project, itemized and justified (please use budget template provided). All salaries and expenses, including faculty summer salary, directly related to the project are allowable. Available funds expire at the end of FY 2013.

* In general, allowable expenses include salaries & benefits, consumable supplies, required travel and necessary equipment.
* Equipment purchases must be received and invoices processed no later than **May 15, 2013**.
* Contingent contracts can run through **June 30, 2013**, but must be approved and submitted to the Office of Human Resources no later than two weeks prior to the contract start date.

**Reporting Requirements:** Recipients of Technology Investment Grants are required to share their results with the Provost and the UB community. A report must be submitted to the Provost upon completion of the project, but no later than one year from receiving the grant (maximum length 3 pages). The report must provide a status of the project based on the proposed goals and objectives, unexpected issues/problems, accomplishments and a detailed account of all expenditures. Some projects will be forwarded to the Office of University Relations for possible features on the UB website.

For specific project questions, please contact Magui Cardona, ext. 6191 or mcardona@ubalt.edu.

**Technology Investment Grants, FY 2013**

*(Please fill in form using Word, print and sign.)*

**Project Title:**

**Key words describing proposal:**

**Executive Summary of Project (100 words):**

**Principal Investigator:**

 **PI Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title/Department:**

## College/School:

**Phone**:       **Email**:

**Collaborators, if applicable**:

One principal investigator must be noted on the application. Identify co-investigators as collaborators; include a signed letter detailing their responsibilities.

**Name/Department**:

**Statement From Department/Unit Head/Library Director**:

All necessary space and supplies that are not requested in this application will be made available in the unit. This is also to confirm that the Principal Investigator is a faculty member in my department/unit. If the faculty member is part-time, I certify that he/she is teaching in fall 2012 and is scheduled to teach in spring or summer 2013.

**Department/Unit Head/Library Director**

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## Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

**Dean or Responsible Vice President**

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## Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_