Affordable Materials Grants, Round 18:

Continuous Improvement Grants

(Fall 2020 – Fall 2021)

Proposal Form and Narrative

# Notes

* The proposal form and narrative .docx file is for offline drafting and for our review processes. Submitters must use the online Google Form for proposal submission, including uploading this document.
* The only way to submit the official proposal is through the Google Form. The link to the online application is on the [Round 18 RFP Page](https://www.affordablelearninggeorgia.org/about/rfp_r18).
* The italic text provided below is meant for clarifications and can be deleted.

# Applicant and Team Information

*The* ***applicant*** *is the proposed Project Lead for the grant project. The* ***submitter*** *is the person submitting the application (which may be a Grants Officer or Administrator). The submitter will often be the applicant—if so, just leave the submitter blank.*

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| --- | --- |
| Requested information | Answer |
| Institution | Middle Georgia State University |
| Applicant name | George L. Israel |
| Applicant email | Larry.israel@mga.edu |
| Applicant position/title | Professor of History |
| Submitter name | Mrs. Barbara Ratzlaff |
| Submitter email | barbara.ratzlaff@mga.edu |
| Submitter position/title | Director, Contracts and Grants, Middle Georgia State University |

Please provide the first/last names and email addresses of all team members within the proposed project. Include the applicant (Project Lead) in this list. Do not include prefixes or suffixes such as Ms., Dr., Ph.D., etc.

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| --- | --- | --- |
| Team member | Name | Email address |
| Team member 1 | George L. Israel | Larry.israel@mga.edu |
| Team member 2 | Charlotte Miller | Charlotte.miller@mga.edu |
| Team member 3 | Corey Parson | Corey.parson@ung.edu |
| Team member 4 | Bonnie Robinson | Bj.robinson@ung.edu |
| Team member 5 | Marsha Brockman | mbrock59@gmail.com |

If you have any more team members to add, please enter their names and email addresses in the text box below.

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| Marsha Brockman completed an MA in History at Georgia College and State University and has formerly taught history courses at Middle Georgia State University. She will be invited to assist with developing materials in the world history textbook in areas suited to her expertise. |

# Project Information

| Requested information | Answer |
| --- | --- |
| Type of Project | *Creation of ancillaries for existing OER courses* |
| Requested Amount of Funding  *$10,000 maximum total award per grant* | $10,000 |
| Course Titles and Course Numbers | Survey of World History I – Hist IIII - eCore |
| Final Semester of Project | *Fall 2021* |
| Currently Existing Resource(s) to be Revised/Ancillaries Created  *Please provide a title and web address (URL) to each of the currently existing resources that you are revising, creating new ancillary materials for, or replacing. If replacing, please include a title and web address (URL) to the new OER as well.* | World History: Cultures, States, and Societies to 1500 https://ung.edu/university-press/books/world-history-cultures-states-societies-to-1500.php |

# Project Goals

*In at least one paragraph, describe your project’s goals and what materials will be created or revised.*

Published by the University of North Georgia Press in 2016, *World History: Cultures, States, and Societies to 1500*—written by six eCore instructors/subject matter experts (including George L. Israel and Charlotte Miller)—was developed with eCore for its Hist 1111 course. Since that time, *World History* has become one of Galileo Open Learning Material’s top ten downloads of all time titles https://oer.galileo.usg.edu/topdownloads.html. To augment the pedagogy resources available to eCore students, such as quizzes and assignments based on the readings, this project’s goals are to create ancillary resources for eCore and non-eCore Surveys of History I courses.

These goals meet the numerous requests UNG Press receives for ancillary material from instructors based in Georgia primarily but also reaching around the world. The proposed ancillary material includes the following:

* test banks
* test bank models and templates for student-generated questions
* renewable student engagement activities tied to each chapter’s “Questions to Guide Your Reading”
* Power Point slide decks
* lecture outlines and
* additional resources recommendations/companion readings

# Action Plan

*Describe the tasks needed to complete the project in as much detail as possible. If this application has more than one team member, include the major roles for each person and which tasks this role is assigned. Estimate the amount of time (e.g. number of hours) each task will take. Include plans for open licensing and plans for making your materials accessible. Indicate if you are using other platforms in addition to the repository to host your created materials.*

Larry Israel and Charlotte Miller will develop test banks, Power Point scripts, lecture outlines, and companion readings/additional resources recommendations.

BJ Robinson will review and augment this material with open enabled pedagogical features, including renewable student engagement activities and student-generated test or quiz questions (with links to online examples and guidance for both students and instructors).

Corey Parson will assign CC BY license to all original material; develop Power Point slide shows and templates; and format the material for accessibility and adaptability to multiple platforms, including OpenALG and Galileo Open Learning Materials Repository.

# Timeline

*Provide a project timeline aligned with the action plan above. Include major milestones and deadlines, keeping in mind your selected Final Semester.*

TBD Attend online kickoff meeting

Jan 15 Draft course map with learning outcomes, week level objectives, class activities, and assessment

April 15 Draft test questions, Power Point scripts, lecture outlines, and companion readings/additional resources recommendations

May 15 Open enabled pedagogy design review and revision recommendations completed plus renewable assignments developed and added

Copyright clearance and template design completed

Semester Status Report completed

June 15 Revised ancillary material completed

Aug 1 Templates and Power Point Slides developed

Ancillary material production & design completed and uploaded to OpenALG and Galileo Open Learning Materials Repository

Final Report completed

# Budget

*Please enter your project’s budget below. Include personnel and projected expenses, keeping in mind that this grant funds the estimated time in your Action Plan. The maximum amounts for the award are as follows:*

Budget:

Personnel Expense: $ 7,292.00

Faculty (Supplemental Income) Stipends

(4 faculty at $1,823.00 ea. = $7,292.00)

Fringe Benefit Payments: $ 558.00

(faculty stipends subject to FICA/FICA med.

@ $7,292.00 \* .0765 = $558.00)

Travel: $ 0.00

Travel costs associated with attendance at

Open Education Conference, unless held virtually,

will be borne by faculty member’s institution or individual.

Registration: $ 150.00

Registration fee for (2) team member to

Attend the Open Education Conference.

Consultant: $ 2,000.00

Consultant services of (Ms. Marsha Brockman) to

assist team with proposed course revision activities

as described.

Total Proposal Budget: $ 10,000.00

# Creative Commons Terms

*I understand that any new materials or revisions created with Affordable Learning Georgia funding will, by default, be made available to the public under a Creative Commons Attribution License (CC-BY), with exceptions for modifications of pre-existing resources with a more restrictive license.*

# Accessibility Terms

*I understand that any new materials or revisions created with Affordable Learning Georgia funding must be developed in compliance with the specific accessibility standards defined in the* [*Request for Proposals*](https://www.affordablelearninggeorgia.org/about/rfp_r18)*.*

# Letter of Support

*The Department Chair from the corresponding project, or the Department Chair’s direct report such as the Dean or Provost, must provide a signed Letter of Support for the project. This letter should acknowledge the following:*

* *The department will provide support for fund disbursement in correspondence with the Grants/Business Office.*
* *The department approves of the work on the proposal by the applicant(s).*
* *The department acknowledges the sustainability of these affordable resources after the grant work is complete.*

*In the case of multi-institutional affiliations, all participants’ institutions must provide a letter of support.*

*Please provide the name and title of the department chair (or other administrator) who provided you with the Letter of Support.*

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| Dr. Debra Matthews, Provost, Middle Georgia State University  Dr. Billy Wells, Sr. Vice President for Leadership & Global Engagement |

# Grants or Business Office Letter of Acknowledgment

*Institutional Grants/Business Offices will be responsible for fund disbursement, often in correspondence with the Department Chair, including expense and travel reimbursement. Applicants will need to provide a short Letter of Acknowledgment stating that the Grants/Business Office knows about the applicant’s intent to apply for an Affordable Materials Grant. Either the Department Chair or the Project Lead can work with the Grants/Business Office to get this signed letter.*

*In the case of multi-institutional affiliations, all participants’ institutions must provide a letter of acknowledgment.*

*Please provide the name and title of the grants or business office representative who provided you with the Letter of Acknowledgment.*

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| Mrs. Barbara Ratzlaff, Director, Contracts and Grants  Dr. Yolanda R. Carr, Director of Grants and Contracts |