Affordable Materials Grants, Round 19:

Continuous Improvement Grants

(Spring 2021 -Spring 2022)

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 19 RFP Page](https://www.affordablelearninggeorgia.org/about/rfp_r19).
* The italic text provided below is meant for clarifications and can be deleted.

The Round 18 Kickoff will include an asynchronous training module, required for all team members to complete, followed by the synchronous Kickoff Meeting on March 26, 2021 from 1pm-4pm. At least two team members from each awarded team (unless the award is for one individual) are required to attend the synchronous Kickoff Meeting.

# Applicant and Team Information

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| Requested information | Answer |
| Institution | University of Georgia School of Law |
| Applicant name | Jean Mangan |
| Applicant email  | Jmangan@uga.edu |
| Applicant position/title | Instructor  |
| Submitter name  | Jean Mangan |
| Submitter email  | Jmangan@uga.edu |
| Submitter position/title | Instructor  |

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 | Jean Mangan | jmangan@uga.edu |
| Team member 2 | Student Research Assistant | TBD |

# Project Information

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| Requested information | Answer |
| Type of Project | *Replacement of current OER in courses with new/better OER* |
| Requested Amount of Funding*$10,000 maximum total award per grant* | **$2,600.00** |
| Course Titles and Course Numbers | JURI4278 |
| 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.* | I don’t have a link to an OER resource to give because one doesn’t exist. I currently have readings assignment prompts, primary sources (cases, statutes, rules), and an overall structure to use to create this resource. |

# Project Goals

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

I would like to create a Criminal Law Drafting resource for a law school drafting course I teach. After searching several OER databases and asking the library to help me find resources, I have not been able to find any existing OER resource that meets the needs of my students. My course is designed to teach general principles but its focus is on Georgia law. The best resource for students would be *Daniel’s Criminal Trial Practice*; the most current edition of this text is listed for $920.00 on its publisher’s website. That number is not a typo.

What is particularly frustrating is that state laws, statutes, and rules are all considered public and not subject to copyright. So, that $920.00 price tag is for students and practitioners to read summaries of free primary sources that tell the readers how to use cases, statutes, and rules while drafting documents.

I have taught this course twice. For the last iteration of this class and for the one I am currently teaching, I have gathered primary sources that are relevant to each of the topics and types of documents I teach the students to draft. I would like to take these previously collected materials and put them into a resource manual that students can refer to during the class and when they are out in criminal law practice.

By putting these cases, statutes, and rules together in this fashion, I can provide a resource to law students and beginning lawyers that does not cost hundreds of dollars. I can also easily update the cases, statutes, and rules as the laws change, which happens frequently in criminal law.

I will take previously chosen cases, statutes, and rules that demonstrate concepts, select appropriate links to public websites to supplement, and refine my existing reading prompts for students to consider when reading the primary sources and websites to cover Entry of Appearance, Certificate of Service, Bond, Criminal Histories, Client Interviews, Charging Documents, Jury Instructions, and Sentencing.

I will then create a single Word Document that combines all sources to be distributed for students to print and for accessibility standards. I will also use Open Author in OERCommons to build an electronic resource of the same material contained in the Word Document so students could access the material without having to print.

# 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.*

Mangan (75 hours)

* Select excerpts from previously chosen cases, statutes, and rules that demonstrate concepts (20 hours)
* Select appropriate links to public websites to serve as supplements (10 hours)
* Refine reading prompts for students to consider when reading primary sources and websites (5 hours)
* Create a single Word Document combining all sources that can be distributed for students to print and for accessibility standards. (15 hours)
* Use Open Author in OERCommons to build sections for Entry of Appearance, Certificate of Service, Bond, Criminal Histories, Client Interviews, Charging Documents, Jury Instructions, and Sentencing (15 hours)
* Correct and polish resources as needed (10 hours)

Student Research Assistant

* Use OERCommons resource to confirm works as expected (5 hours)
* Use Word Document resource to confirm works as expected (5 hours)
* Provide feedback on what changes or additions should be made to make more user-friendly for students (10 hours)
* Cite-check citations (20 hours)

# Timeline

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

**March 19, 2021**: Notification of Funding

**March 26, 2021**: Kickoff Meeting

**April 2021**: Select excerpts from previously chosen cases, statutes, and rules that demonstrate concepts; Select appropriate links to public websites to serve as supplements; Refine reading prompts for students to consider when reading primary sources and websites.

**May 2021**: Create single Word Document combining all sources that can be distributed for students to print and for accessibility standards. Use Open Author in OERCommons to build sections for Entry of Appearance, Certificate of Service, Bond, Criminal Histories, Client Interviews, Charging Documents, Jury Instructions, and Sentencing.

**June 2021**: Student Research Assistant to “test-drive” materials to confirm that Open Author platform works as intended. Student Research Assistant to cite-check all citations within resources. Student Research Assistant to confirm accessibility standards met. Mangan to make corrections as needed.

**July 2021**: Wrap Up

**August 2021**: Use materials with JURI4278 Criminal Law Drafting

# 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:*

**$2,600.00 Total**

$2,000.00 for Jean Mangan Summer 2021 salary

$600.00 for Student Research Assistant Summer 2021 stipend to pay for contributions to creation and updating of OER

# 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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| *Randy Beck**Associate Dean for Academic Affairs* |

# 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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| *Christopher Thornton**Grants Specialist**Sponsored Projects Administration, Pre-Award* |