Affordable Materials Grants, Round 20:

Continuous Improvement Grants

(Fall 2021-Fall 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 20 RFP Page](https://www.affordablelearninggeorgia.org/about/rfp_r20).
* The italic text provided below is meant for clarifications and can be deleted.

The Round 20 Kickoff will include an asynchronous training module, required for all team members to complete, followed by the synchronous Kickoff Meeting on December 10, 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

*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 | Clayton State University |
| Applicant name | Dr. LaTasha Adams |
| Applicant email  | latashaadams@clayton.edu |
| Applicant position/title | Assistant Professor/Middle Grades Coordinator |
| Submitter name  | Dr. LaTasha Adams |
| Submitter email  | latashaadams@clayton.edu |
| Submitter position/title | Assistant Professor/Middle Grades Coordinator |

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.

|  |  |  |
| --- | --- | --- |
| Team member | Name | Email address |
| Team member 1 | LaTasha Adams | Latashaadams@clayton.edu |
| Team member 2 |  |  |
| Team member 3 |  |  |
| Team member 4 |  |  |
| Team member 5 |  |  |

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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| --- |
| N/A |

# Project Information

| Requested information | Answer |
| --- | --- |
| Type of Project | * *Revision of open educational resources (OER) used in existing courses*
* *Creation of ancillaries for existing OER courses*
* *Replacement of current OER in courses with new/better OER*
* *Other*
 |
| Requested Amount of Funding*$10,000 maximum total award per grant* | *$3,000* |
| Course Titles and Course Numbers | EDUC 3010: Young Adolescent Learners |
| Final Semester of Project | * Summer 2022
* *Fall 2022*
 |
| 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.* | “Developmental Characteristics”<https://www.davidson.k12.nc.us/apps/pages/index.jsp?uREC_ID=799785&type=d&pREC_ID=1189121>Typical Characteristics and Behaviors of Middle School Learners”<http://p13cdn4static.sharpschool.com/UserFiles/Servers/Server_185872/File/Parents/New%20to%20Smedberg/Typical_Middle_School_Characteristics.pdf>The Young Adolescent Learner<https://www.learner.org/wp-content/uploads/2019/06/write-middle-creating-community-adolescent-learner.pdf>Tips from a Middle Level Learner<https://www.youtube.com/watch?v=Ry7_fqW8F64>Types of Middle School Kids<https://www.youtube.com/watch?v=UMZit0zax8o>Abolitionist Teaching during the Pandemic Panel<https://www.youtube.com/watch?v=uJZ3RPJ2rNc>7 Skills Students Need for Distance Learning<https://www.middleweb.com/43557/7-skills-students-need-for-distance-learning/>Learning Objectives<http://batchwood.herts.sch.uk/files/Learning-Objectives.pdf>Learning Targets<https://startalk.umd.edu/public/system/files/resources/al_lt_infographic.pdf>Instructional Framework for Gradual Release of Responsibility<https://pdo.ascd.org/lmscourses/pd13oc005/media/formativeassessmentandccswithelaliteracymod_3-reading3.pdf> |

# Project Goals

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

The Minding Middle Grades project is a continuous improvement program for all students in the Middle Grades Program at Clayton State University (CSU). The overarching goal is to build a curriculum for all of the Middle Grades majors that aligns with the Association of Middle Level Education, the international professional organization for middle level educators. This particular grant will include the first, mandatory education class that the juniors take after program admission. Subsequent grants will include the educational classes that students take beyond their first course in the program.

The subgoals for this grant align with student success, materials creation and pedagogical transformation.

* Goal One: Increase student success in EDUC 3010 by including more research-based, digital friendly content to increase access to more depth of knowledge content in the subject for each course
* Goal Two: Create more relevant and technologically advanced materials that pre-service teachers can access to enable effective, research-based teaching strategies that align with the Association of Middle Level Education
* Goal Three: Transform pedagogical approach to a more engaging and relevant approach by focusing on issues of diversity, technology, and multimedia resources

# 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.*

* *Review course objectives, modules, learning activities, assignments, etc.*
	+ *Project director along with student assistants will take 10 hours doing this*
* *Edit course format and materials to a conceptual, relevant design*
	+ *Project director along with student assistants will take 20 hours doing this*
* *Align course objectives and tasks*
	+ *Project director along with student assistants will take 10 hours doing this*
* *Research and find course materials*
	+ *Project director along with student assistants will take 10 hours doing this*
* *Create modules and all materials for modules*
	+ *Project director along with student assistants will take 40 hours doing this*
* *Edit materials for accessibility*
	+ *Project director along with student assistants will take 10 hours doing this*
* *Present new course design at a curriculum collaboration conference and get feedback from conference attendees*
	+ *Project director along with student assistants will take 20 hours for preparation and conference presentation*
* *Teach EDUC 3010 Course*
	+ *Project director will complete and take 50 hours doing this*
* *Collect and review feedback from students about course design and materials*
	+ *Project director along with student assistants will take 10 hours doing this*
* *Create and submit final report*
	+ *Project director along with student assistants will take 5 hours doing this*

# Timeline

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

January 2022

* Review and analyze existing course objectives, goals, learning targets, and materials for EDUC 3010 (Project Director and Library Liaison/Support Staff)
* Identify gaps in content, multimedia resources, or activities per course (Content Reviewer, Library Liaison/Support Staff, and Project Director)

February 2022 -March 2022

* Review gap findings of Curriculum Reviewers make programmatic changes (Project Director)
* Meet with Content Reviewers to finalize necessary changes (Project Director and Content Reviewer)

April 2022-July 2022

* Compile, adopt, and/or create robust multimedia resources for EDUC 3010 (Project Director, Student Assistants, and Library Liaison/Support Staff)
* Present at Collaborative Curriculum Conference (June 2022) (Project Direct and Student Assistants)

August-November 2022

* Teach EDUC 3010 utilizing multimedia OER (Project Director)
* Administer surveys to students enrolled in EDUC 3010 to get course feedback (Project Director and Student Assistants)

December 2022

* Compile and analyze comprehensive data (Project Director and Student Assistants)
* Submit final report (Project Director)
* Revise course content if necessary (Project Director)

# 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:*

* *$2,000 maximum per team member for salary, course release, travel, etc.*
* *Additional project expenses allowed, but must be adequately justified in this section*
* *$10,000 maximum total award per grant*
* *$2,000 salary for principal investigator*
* *$1000 stipend for 2 student assistants*

# 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.*

# 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. Nassar Momayezi, Dean of the College of Arts and Sciences* |

# Grants or Business Office Acknowledgment Form

*Institutional Grants/Business Offices will be responsible for fund disbursement, often in correspondence with the Department Chair, including expense and travel reimbursement. All applicants will need to provide a signed Acknowledgement Form, the template for which is linked on the RFP page, 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 form.*

*In the case of multi-institutional affiliations, all participants’ institutions must provide this form.*

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

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| *Dr. Melody Carter, Chief Sponsored Research and Programs Officer/Special Assistant to the President* |