

LEARNING ASSESSMENT GRANTS

The Office of [Institutional Assessment and Studies](#) (IAS) and the [Teaching Resource Center](#) (TRC) jointly announce their sponsorship of the 5th annual small grants program to support assessment efforts at UVa.

This program funds a wide variety of projects, from rubric development to assessments of new approaches to teaching. Although we continue to be interested in proposals focused on undergraduate research assessment, ALL proposals aimed at conducting systematic, research-based assessment, developing or refining assessment methods, or furthering the incorporation of assessment into academic program decision-making will receive full consideration.

Members of the University faculty are invited to apply for grant funding, up to \$2000 per proposal. Proposals are evaluated on their potential to accomplish stated assessment goals and to guide future program planning.

Eligibility: The grants program is open to tenured and tenure-track faculty, general faculty, and lecturers with continuing appointments. Individual faculty members, teams of faculty members, and teams of faculty and graduate students may apply. No department may submit more than two proposals; if two are submitted, they must be prioritized—that is, if only one were funded, which would the department prefer?

Grant Funds: Although the awards will be made in Spring 2012, grant funds may be used through AY2012-13. Funds may be used to support salaries (e.g. staff, graduate students), operating expenses, travel, equipment (e.g. video equipment), or other relevant *and* necessary costs. The funds may not be used for course buyouts or for expenses that are considered routine departmental or program expenses. Proposals should include a detailed budget justification.

Grant Program Administration: The grants program is administered by IAS and TRC. All proposals or inquiries should be directed to IAS (c/o Lois Myers, lm2r@virginia.edu). Proposals are due *Friday March 16, 2012* and award announcements will be made on or before May 1, 2012.

IAS and TRC Consultation: Both IAS and TRC can provide consultation regarding rubric design and use. IAS can provide assistance with data tabulation and analysis. TRC is available to offer consultation and training to programs considering curricular or pedagogical improvements.

Grantee Obligations

1. Use grant funds exclusively for expenses directly related to the proposed project.
2. Commit to share project results, for example, through an assessment work session, panel discussion, presentation, report, or resource that would be helpful to faculty and programs across Grounds.

Dates to Note

March 16, 2012: Final day to submit proposals
May 1, 2012: Funding decisions announced on or before

Learning Assessment Grant Proposal Guidelines

Submit proposals via email attachment (MSWord document or pdf) to:

Lois Myers: lm2r@virginia.edu

By end of day March 16, 2012

Include in your proposal:

1. Cover page (including brief abstract, 100 words or fewer)
2. Description of the project (2-4 pages)
3. Descriptive title of project
 - Specific purpose for funding/goals/rationale of the project. (What activities will be funded? Who will be involved and how? What do you hope to accomplish?)
 - Background (How does this project fit into/contribute to teaching or learning re: undergraduate research in your program or school?)
 - Plans for use of results (How will the findings be considered or applied?)
 - Evaluation (How will you know if your project is successful?)
4. Budget, justification, and schedule (1 page)
 - Budget & Justification (What will funds pay for? Why are these costs critical to the success of the project? What other resources are available for the project? For salaries, include hours and hourly rates. We recommend graduate student rates between \$17.00 and \$20.00/hour; proposals for high rates should be justified.)
 - Schedule (When will the work be accomplished? Include a timeline estimating start and completion dates of primary grant activities.)
5. Written commitment to share results of your project via report and/or other presentation.
6. A letter of support from department chair, division head, or dean, appended to the proposal or emailed separately.
7. *If publication of results or dissemination beyond the University is anticipated, then IRB approval may be required.* In such cases, although IRB approval is not required prior to grant application, funds will not be disbursed until IRB approval is obtained.

Funding decisions will be based on the following criteria:

1. Completeness and quality of application
2. Leverage and sustainability:
 - How likely is the project to lead to improvements in assessment processes and/or academic programs?
3. Purpose/rationale/goals:
 - Does the proposal rest on a firm foundation? Are the goals clear?
4. Feasibility:
 - Can the project be completed in the time frame and with the requested resources?
5. Commitment:
 - Does the applicant commit to applying results and reporting on results of grant?