

**Maximizing Technology Involvement of
Members of the Buffalo State Community
Through TIP Challenge Grants: *Transformative Technology
Initiatives to Invigorate Instructional Practices (TIP)*
2001-2002**

Buffalo State College's mission states that the college "is committed to the intellectual, personal, and professional growth of its students, faculty, and staff.

The goal of the college is to inspire a lifelong passion for learning, and to empower a diverse population of students to succeed as citizens of a challenging world."

In keeping with this mission, faculty and professional staff at Buffalo State infuse technology into instructional practices. The TIP (*Transformative Technology Initiatives to Invigorate Instructional Practices*) Challenge grants offer financial support for the initiation of innovative projects, which will help faculty and staff move beyond traditional instructional approaches. The results of the TIP projects have campus-wide impact. In so doing, we at Buffalo State can further integrate technology into instructional practices.

TIP Challenge Grants

We plan to fund three to five proposals during spring and summer semesters, 2001-2002, with the funds totaling \$25,000. TIP grants are one-time allocations, funded through the process described in this document. All members of the campus community are eligible for funding through the TIP challenge grant program. Projects that received funding previously will only be considered after new proposals are funded.

The TIP challenge grant program takes place with the following assumptions:

- The College will continue to fund the majority of technology-related purchasing (e.g., for technology infrastructure, equipment/software) through the existing campus-wide approaches, through mechanisms coordinated by the Vice Presidents of Academic Affairs and Finance and Management.
- No money used for TIP is to be used for any purpose other than technology, or related TIP activities approved for the grant.
- The TIP Challenge Grants are to be linked to the college's mission and institutional priorities.
- By accepting TIP funds, TIP grant award winners agree to share the results of their preliminary activities at a campus-wide Technology Fair in spring, 2002, and/or at a follow-up activity in spring, 2003.

Characteristics of TIP Projects

- TIP projects are group, not individual, projects. Projects developed and implemented by individuals from different areas of campus (e.g. cross-departmental, faculty/staff with common interest) will be given higher scores on the criteria to evaluate the projects than projects developed by members of a single department. Faculty, staff (and, if appropriate, student groups) who have a common goal should work together to develop a joint project for funding through TIP.
- TIPs can be used to fund conference hosting, consultation fees, desktop hardware and software, and student support.
- TIPs must be clearly connected to the college's mission and institutional priorities, which can be found at the following web address: <http://www.buffalostate.edu/about>
- Activities outlined in funded TIPs would achieve short-term objectives within spring or summer 2002, to be completed by September 2002, with no subsequent funding required to achieve the project goals. If implementation of the project is contingent on acquisition of additional funds, and these funds are not obtained, the project goals would have to be able to be modified and achieved with TIP funding alone.
- All funded participants will be expected to participate in the "Fourth Annual Technology Fair" in the spring 2002 semester.
- Short project descriptions from previously funded projects can be viewed at: <http://www.buffalostate.edu/orgs/tip>

Attached are the following:

1. The timeline for the 2001-2002 TIP Challenge Grant program
2. Proposal format, forms, and criteria for evaluation

Conclusion

The TIP challenge grant program is designed to give faculty, staff, and students an opportunity to pursue innovative technology-related activities. The vitality and creativity of TIP projects has, since 1998-1999, infused our campus with new energy, and opportunities to turn abstract ideas into visible practices. Consider applying, and turning your programmatic or instructional ideas into technological realities.

Transformative Technology Initiatives to Invigorate Instructional Practices

Overview of TIP Sequence and Timelines

1. Summer 2001 Money is allocated to the TIP Projects for 2001-2002 by Vice Presidents

2. October 2001: a) Announcement is made to the campus community outlining the overall procedures and the timelines for 2001-2002
 - b) Individuals would be identified across deanships and Vice Presidential areas to serve on review committees
 - c) Additional announcements regarding TIP made via the *College Bulletin*, including names of review committee.
 - d) TLTRs (Technology and Learning Technology Roundtable) are each awarded \$1500 to support a keynote speaker of interest to their faculty, for participation in the spring 2002 Technology Celebration.

3. December 7: TIP proposals submitted

4. December 10: Review committee, in conjunction with Vice Presidents, begins review of proposals.
All unfunded grants reviewed by representatives of additional potential funding agencies (administrative, alumni, corporate)

6. Mid-January Funded projects announced

7. Mid-April: Technology Fair: Presentation of preliminary activities for 2001-2002 TIP grant winners; final presentations by 2000-2001 TIP grant winners

8. Sept. 15: Final reports due

9. Spring 2003: Presentation of project results at Technology Fair

TIP PROPOSAL FORMAT

DECEMBER 7: PROPOSALS ARE SUBMITTED (MAXIMUM OF 10 PAGES, NOT INCLUDING REFERENCES OR TABLES)

1. Provide a description of the overall rationale for the *Transformative Technology Initiatives to Invigorate Instructional Practices* (TIP), linking the proposal to relevant campus history and professional interests of the individuals involved in the TIP submission. Relevant references should be provided.
2. Provide a series of links between goals for the TIP project and the mission statement and institutional priorities of Buffalo State.
3. Describe the activities that will take place during spring or summer of 2002 to accomplish each of the TIP goals. Include approximate length of time for each, format of each, cost of each, and projected audience for each.
4. Specific budget information:
 - (If applicable) How are you using student help?
 - If requesting computer equipment, please contact Pat Neeson (878- 4603). (Your request must be supported by Computing Services and/or Instructional Resources)
 - NOTE: The reasonableness of the budget request, taking into consideration your minimum and maximum proposal requests, will weigh heavily in the decision.
5. Describe the evaluation methods to be used during activities, and between activities (if appropriate) to gather formative data, as well as summative data on achievement of project outcomes.
6. Describe any preliminary arrangements already made, or anticipated soon after the start of the project, to assure the success of the TIP.
7. Describe the benefits/significance of the TIP project that will occur during the spring or summer 2002 semester and/or last beyond the funding period for the following groups:
 - a. Individuals directly involved in the TIP
 - b. Individuals indirectly involved in the TIP
 - c. The campus as a whole

COVER SHEET FOR
*TRANSFORMATIVE INITIATIVES TO
 INVIGORATE INSTRUCTIONAL PRACTICES*
 GRANT PROPOSAL FOR 2001-2002

PROJECT COORDINATOR NAME* _____
 DEPARTMENT/UNIT _____
 CAMPUS ADDRESS _____
 CAMPUS PHONE _____
 CAMPUS FAX _____
 E-MAIL ADDRESS _____

PROJECT COLLABORATORS

NAME _____
 DEPARTMENT/UNIT _____
 CAMPUS ADDRESS _____
 CAMPUS PHONE _____
 CAMPUS FAX _____
 E-MAIL ADDRESS _____

NAME _____
 DEPARTMENT/UNIT _____
 CAMPUS ADDRESS _____
 CAMPUS PHONE _____
 CAMPUS FAX _____
 E-MAIL ADDRESS _____

PROJECT TITLE: _____

* One faculty/staff member will be designated as the person responsible for conducting the project, and responsible for completing on-going reports and final report for the project by September 15, 2002.

Closing dates: December 7, 2001:

TIP Grant Narrative Proposal (maximum 10 pages)

You may submit your proposal electronically. If you submit your proposal electronically in Word, you do not need to send a paper copy.

If you submit a paper proposal, please send an original AND six copies to: Abby Reish or Nancy Herrmann, FAST Center, Bacon 122

Please direct questions and applications to: Abby Reish or Nancy Herrmann, 878- 6910, or e-mail:

reishah@bscmail.buffalostate.edu, or herrmanl@bscmail.buffalostate.edu

Budget Page

Budget Item	Minimum Amount	Ideal Amount
1. Student Support		
2. Equipment		
3. Hosting campus conference or on-campus consultation costs other than stipend to consult		
4. Miscellaneous ¹		
5. Total Requested		

¹ Please specify miscellaneous items with specific budget amounts for each.

CRITERIA FOR EVALUATION OF TIP PROPOSALS

		Low						High
1.	Degree to which the proposal shows:							
	a. Relevance to the campus	1	2	3	4	5	6	7
	b. Clarity of linkage between TIP and BSC Mission and Institutional Priorities	1	2	3	4	5	6	7
	c. Innovation	1	2	3	4	5	6	7
	d. Evidence of cross-departmental/staff network development of proposal	1	2	3	4	5	6	7
2.	Feasibility:							
	a. Clarity of goals and activities	1	2	3	4	5	6	7
	b. Effectiveness of planning	1	2	3	4	5	6	7
3.	Evaluation methods:							
	a. Clarity of methods	1	2	3	4	5	6	7
	b. Effective match between proposal objectives and evaluation methods	1	2	3	4	5	6	7
	c. Value to campus for future activities	1	2	3	4	5	6	7
	d. Reasonableness of budget request	1	2	3	4	5	6	7
	e. Equipment request compatible with BSC equipment	1	2	3	4	5	6	7
4.	Benefits:							
	a. To direct participants	1	2	3	4	5	6	7
	b. To indirect participants	1	2	3	4	5	6	7
	c. Continuing beyond funding period	1	2	3	4	5	6	7
5.	Budget:							
	a. Specificity	1	2	3	4	5	6	7
	b. Consistency with objectives	1	2	3	4	5	6	7
	c. Reasonableness	1	2	3	4	5	6	7
	BONUS POINTS for accreditation or student contact	1	2	3	4	5	6	7

TOTAL SCORE FOR PROPOSAL:
