

Grant Program: Curricular Redesign Grants

Funding Source: UWL

I. Introduction

Curricular Redesign Grants (CRG) support groups of instructors to develop or redesign and implement curricula and teaching practices in academic programs. The grant funds projects that involve significant revisions intended to address challenging learning goals, student learning problems, and/or achievement gaps. The grant does not fund planning activities such as needs assessment or activities to determine whether the project is viable. Any planning activities should take place prior to submitting the proposal.

Priority will be given to proposals that articulate a clear connection to one of the three components of UWL's Strategic Plan that have clear potential links to curriculum: Increasing Community Engagement; Achieving Excellence through Equity and Diversity; and/or Advancing Transformational Education. Of particular interest to reviewers would be proposals with an emphasis on a [high-impact practice](#).

II. Program Description

Scale and scope of projects: Priority will be given to projects that go above and beyond normal curriculum development and course updates. All projects should include design, implementation, assessment, and further improvement of curriculum and teaching practices. Successful proposals feature the following:

- Groups of instructors who work collaboratively. CRG projects must include a team of instructors who are key to the success of the project. A team may consist of two or more individuals and need not include every member of a program. An individual instructor is not eligible to apply for CRG funds.
- Significant revision in which instructors examine and rethink assumptions about how courses are organized and taught, and the conditions that support student learning.
- Strategies that address challenging learning goals, significant learning problems, and achievement gaps and how these were identified.
- Use of teaching strategies best suited to addressing the project goals and student achievement.
- Target substantial numbers of students.
- Systematic assessment and use of assessment evidence to achieve project objectives.

Example project topics:

- Redesign a multi-section course to address a known achievement gap or learning problem in the course, e.g., instructors collectively adopt a new approach to teaching, implement it in their courses, assess the impact of the changes and make further revisions to support student learning.
- Develop assignments, exercises, or other materials to address an important student learning objective or known student learning problem across the curriculum in an academic program, e.g., instructors develop a writing in the major program, a coordinated effort to develop quantitative skills, oral communications skills or critical thinking in their academic program.
- A department creates supplemental instruction and peer tutoring programs to support student success and reduce equity gaps in their large gateway courses.

Additional guidance for applicants:

- *Consult with your chair and inform your dean.* Applicants are strongly advised to consult with your chair early in the proposal process to discuss your project. Applicants are also encouraged to inform your dean regarding the project proposal, especially if there are budgetary implications of the project beyond those specified in the proposal or beyond the grant period.
- *Team composition.* The project team should be comprised of individuals who will be centrally involved in designing, implementing, assessing, and improving the project. It need not include every person in a program or department. Depending upon the scope of the project, the team might consist of 2-6 members.
- *Team members' roles.* Describe the roles of each team member. Team members may have the same or different roles and responsibilities.
- *Stipends.* Applicants should base stipend requests on the level and type of contribution to the project by each team member. The stipend range is \$1,000-\$5,000 per person. Use \$2,000/45 hours in determining the stipend amount.

- *Project timeline.* Projects should be completed in one calendar year, starting July 1 to June 30 of the following year. Teams should plan accordingly to design, implement, and assess the project in this timeframe. Teams will submit a final report no later than June 30.
- *Planning activities.* The grants do not fund planning activities such as needs assessment or activities to determine whether the project is viable. Any planning activities should take place prior to submitting the proposal.

III. Award Information

- A. Project Dates of Award: July 1 – June 30, following submission
- B. Estimated Number of Awards: 3-4
- C. Anticipated Funding Amount: Total funds available for all projects are \$50,000.
- D. Deadline: Proposals must be submitted via the [Canvas grant submission course](#) by **noon on the second Friday in February.**

IV. Eligibility Information

- A. PI Eligibility: Full-time faculty members and instructional academic staff are eligible.
- B. Faculty/staff from fully self-supporting programs are not eligible to receive funds from UWL-sponsored grant programs. Faculty/staff from self-supporting programs are encouraged to contact their department chair/unit director to request funds in support of their research, scholarly, pedagogical, and professional development endeavors. However, faculty/staff in these programs may submit an application to UWL-sponsored grant programs for review by the designated committee. The committee will evaluate applications as part of the standard review process with all other applications and identify those recommended for funding. A list of applications from faculty/staff in self-supporting programs that have been recommended for funding will be forwarded to the applicant(s)' department chair/unit director for allocation of funding. Funding is contingent upon availability of adequate resources within the program.
- C. Limit on Number of Proposals per PI: None

V. Proposal Preparation and Submission Instructions

The grant proposal must be submitted via the [Canvas grant submission course](#). Applicants should self-enroll in the Canvas course. All items should be submitted in PDF format for easier viewing by the committee. All proposals are required to contain the following elements.

A. Cover Page and Abstract

Use of the [Cover Page & Abstract template](#) is required. Upload as a PDF file. Delete all instructions in blue font and replace with the requested information. The following information must be addressed:

- *Project Title:* Provide a self-explanatory title.
- *Start and End Dates of Project:* The project starts July 1 the year of submission and ends the subsequent June 30 (e.g., if applying in February 2025, the start date would be July 1, 2025, and the end date would be June 30, 2026).
- *Investigator(s):* Designate your role in the project. If there is more than one applicant or project director/principal investigator, add each person, their role, and department.
- *Amount of Proposal:* Enter the total amount requested from this grant.
- *Abstract:* Provide a 50-word summary of the proposal.

B. Proposal Narrative

Upload as a PDF file. The proposal may be 8 pages maximum and must include the following information:

- *Project Description.* Your narrative should include:
 - Problem description. Describe the student learning problem(s), issues or concerns the project addresses. Summarize the evidence used to justify the need for the proposed project.
 - Planned revision. Overview of the planned revision, including project objectives, the courses

- and the number of students involved, and intended student learning outcomes.
- **Intervention.** Describe the strategies and activities to accomplish the project objectives, and the rationale for them, i.e., why you think this is a viable approach.
- **Role of each participant in the project.**
- **If relevant, describe any special training or faculty development participants will need to undertake the project.**
- **Assessment.** Describe how you will assess the project objectives during the funding year and use assessment results to further improve the project over the long term.
- **Sustainability.** Describe how you plan to sustain the project over the long term, e.g., if additional resources are needed where will they come from, how will newly hired instructors be oriented and trained to support the project, etc.
- **Timeline.** Include the time periods for design, implementation, assessment, and improvement.

C. Budget

An itemized budget request must accompany each proposal. The [UWL Internal Grant Budget Form](#) must be used. Upload as a PDF file.

D. Budget Justification

Applicants should identify each budget item in the budget justification and give a rationale or justification for the request. Use \$2,000/45 hours in determining the stipend amount. Upload as a PDF file.

E. Letter of Support

Upload a supporting letter from the department chair as a PDF. The brief letter (1-2 paragraphs) should describe the following:

- Departmental/program support for the proposed project
- Feasibility of accomplishing the project in the specified time period
- Departmental/program commitment to supporting the project after the funding period

F. Proposal Approval Process

Before submission, you must consult your department chair and inform the dean of the project proposal, especially if there are budgetary implications of the project beyond those specified in the proposal or beyond the grant period. The required letter of support from the department chair confirms their approval.

G. Submission Requirements

1. Self-enroll in the [Curricular Redesign Grant submission course in Canvas](#).
2. Consult with your department chair and inform the dean of the project proposal.
3. Obtain a letter of support from your chair.
4. By the deadline, upload and submit all proposal materials in PDF format via the Curricular Redesign Grant submission course in Canvas. Each application component must be submitted as a separate assignment in Canvas:
 - a. Cover Page & Abstract
 - b. Proposal Narrative
 - c. Budget
 - d. Budget Justification
 - e. Letter of Support

VI. Proposal Processing and Review Procedures

A. Review Criteria

- Significance of the objectives and problems. Significance, scale and scope of the project objectives and the learning problems or issues addressed by the project.
- Impact on students.
- Appropriateness of the strategies and activities intended to address the problems.

- Appropriateness of assessment. Whether appropriate assessment strategies will be used to document progress and improve the project over time.
- Sustainability. The extent to which the project will be supported beyond the funding period.
- Appropriateness of budget.

B. Review and Selection Process

Proposals will be reviewed by the Deans' Council. The Director of the Center for Advancing Teaching & Learning (CATL) serves as an ex officio member of this review group.

VII. Award Administration Information

A. Notification of Award

Applicants will be notified by the Office of Research & Sponsored Programs (ORSP) whether their proposal was funded.

B. Reporting Requirements

A final report must be submitted to ORSP (grants@uwlax.edu) that briefly describes the outcomes of the project and is due by June 30. The final report form is located at <https://www.uwlax.edu/grants/grants-final-report-form/>.

VIII. Contact for More Information

Direct questions to the Director of the Center for Advancing Teaching & Learning (608.785.6881, catl@uwlax.edu).