Makerspace Faculty Grant (MSFG)

Overview

Proposals are invited from University Instructors, tenure-track, and tenured faculty who are interested in enhancing and building the classroom experience by adopting or experimenting with instructional approaches that challenge, support, and encourage students using technologies and modalities supported by the TRU Makerspace. This proposal <u>must be scoped and designed to work with the pedagogical and logistical framework of the makerspace, including not interfering with access to the space by other users and centering hands-on learning, user choice, and autonomy.</u> In addition, faculty can use this grant as a 'proof of concept' for other applications for curriculum changes both within and outside of the makerspace, and for future funding.

The support provided by this grant is focused on supporting students as partners in roles such as co-designers, co-researchers, student project managers, or as research assistants. All grant awardees will work with the Makerspace Librarian to help identify and manage the scope and outcomes of the project, work with CELT Coordinators to ensure strong pedagogical connections in their work and join the TRU Makerspace Community of Practice (CoP) as an active and engaged Makerspace mentor.

Streams

Grant applicants are asked to present a rationale for how their project connects to each of these streams in their application:

- Experiential pedagogy
- Student Interest/User Driven*
- Curricular innovation

*Allows learners to focus their course activity/assignments on an area, technology, or modality of personal interest supported/approved by the instructor and the content focus

Objectives

- Increase the creation, adaptation, adoption, and integration of high-quality innovation in pedagogy, using the TRU Makerspace, in TRU campus-based courses.
- Grow capacity at the TRU Makerspace to support and sustain pedagogical innovation.
- Engage with the TRU community to increase awareness of teaching and learning innovation using Maker modalities and pedagogies.
- Become a member of the Makerspace Community of Practice to ensure strong curricular integration into your classroom activity or activities based around the TRU Makerspace.

Funding

Successful applicants may receive up to $2,000. We anticipate offering 3 awards each year.

Deadline: October 1, 2022

Results: Awards will be announced by Mid June. Projects begin on **November 1 and end June 30** of the following year.

Final reports are due **after the project has ended.**

All grant funds must be used (and receipts submitted) no later than **March 1, 2023.**

Duration: 7 nonths (with interim report at 3months and final at 7 months); Projects needing time beyond 1 year can apply for an extension for the project (on a case-by-case approval basis), in writing to CELT, at least 6 weeks before the end of the project (June 30, 2023); however, funds should be spent in the one-year timeframe for which the grant was awarded.

Eligibility

- Faculty members may individually or jointly submit grant proposals. The lead applicant must be named and must be a full-time continuing faculty member. Faculty members with other term appointments, non-academic staff, community members, and students may be co-applicants.

- Principal Applicants to the MSFG cannot hold more than one MSFG concurrently. Co-applicants can be involved in more than one active MSFG project at a time.

- Applicants can hold a MSFG and other external grants (e.g., BC Campus) to develop the same project, if the use of the funding meets different project outcomes.

- Proposals that overtly

    - support the institutional learning outcomes at TRU**, and

        - engages student designers, assistants/co-researchers in the project

        - has an innovation focus utilizing the Makerspace at TRU

        - integrates a clear curricular scope and intention for the Makerspace

        - has a knowledge mobilization plan (for end of project scholarly dissemination)

    will be prioritized.

*** Institutional Learning outcomes:*

  Communication, Teamwork, Lifelong Learning, Social Responsibility, Knowledge, Critical Thinking and Investigation, Indigenous Knowledge and Ways, Intercultural Awareness

Eligible Expenses

- Support for student assistants/co-researchers to perform tasks related to the project (e.g., using the Makerspace, supporting the creation of Makerspace assignments, research within the Makerspace, writing, editing, translation, graphic design, and audio or video recording services).
- Honoraria for Elders, contributors, or collaborators.
- Materials (consumables) for the class project(s) are eligible.
- Meeting expenses (catering, etc.).

Ineligibility

- Proposals for the creation or development of technologies, new systems, or platforms are not eligible for this funding.
- The MSFG will not fund equipment purchases.

- The MSFG cannot be used for travel funding.
- The MSFG cannot be used for course release or faculty stipend reimbursement.

In Kind Support

The Makerspace Librarian/staff and CELT will provide in-depth information, consultation, and support to any perspective applicant with an interest in enhancing the classroom and curricular experience by adopting innovative technologies or other pedagogical approaches, using the Makerspace at TRU, that challenge and encourage students. Application should **include a letter of support from the Makerspace Librarian/staff to show consultation on this project before application.**

These services might include:

- Coaching and mentoring in the SoTL research process, as needed (CELT)
- Coaching and supporting faculty in working with students as partners (CELT)
- Consulting on EDI, Indigenous ways of knowing, and Universal Design for Learning (UDL) principles (CELT and other TRU experts)
- Identifying, evaluating, and creating high-quality Makerspace interventions and pedagogy (Makerspace Librarian/staff)
- Consulting on effective pedagogy implementation to support the projects' teaching and learning goals (Makerspace Librarian/staff, CELT)
- Instructional and open resource design expertise (CELT)
- Project evaluation consulting (CELT)
- Connection via CELT or the Makerspace Librarian/staff to other services at TRU that may be able to support the project, such as:
  - Guidance and consulting on best practices for open licensure, such as Creative Commons
  - Copyright review of third-party materials

Application Process

The Lead Applicant's Chair/Associate Dean, Director, or equivalent must be consulted and agree to support the project in writing (attached in appendix to the application). Applications will be submitted to CELT, with all documents bundled, and submitted to the Grant Submission link.

The full application will consist of:

- Complete Project Proposal Form
- Complete Budget (template)
- Letter/Note of support from the Makerspace Librarian or designate indicating a confirmation of consultation on the project proposal
- Appendix with other materials to support the application, including letter of support from Chair/Associate Dean, Director, and/ or equivalent such as a TRU community partner.

Adjudication Criteria

MSFG proposals will be reviewed by an adjudication committee composed of faculty, students, and staff. Successful proposals will meet the following criteria:

- Shows the support of the Makerspace Librarian in advance of the application.

- Shows the support of the Applicant's Chair/Associate Dean or Supervisor and relevant TRU or community partner(s).

- Describes a clear plan for how the proposal idea for using the Makerspace will be developed and/or integrated into courses to support and enhance institutional, program and course learning outcomes as part of the course design.

- Includes an evaluation plan complete with outcomes-based criteria, assessment, and alignment with program and institutional learning outcomes, that will be used to determine the Makerspace focused project's success and impact.

- Includes a contingency plan for possible COVID-19 restrictions that do not allow for in-person events.

- Commits to release and share the resources resulting from the Makerspace project with an open license, such as a Creative Commons license, that allows others to freely adapt, modify, copy and/or redistribute the resources.

- Adopts or develops materials that are in a format or on a platform that readily enables modifications or reuse of the content, in the Makerspace environment.

- Commits to contributing to an MSFG Showcase, a CELTalk or CELT workshop at TRU (in person or virtual) or other dissemination to facilitate the discovery and sharing of the innovation.

Conditions of the Award

- Join the Makerspace Community of Practice and actively engage with other applicants, the Makerspace Librarian/staff and CELT on best practices for curricular integration during the project lifecycle.
- Mentor future MSFG grant applicants.
- Provide written status updates at the midpoint (6 months) and conclusion (one year) of the projects to CELT.
- Acknowledge support from the Makerspace at TRU, CELT and the MSFG within any adapted or newly created work.
- Share experiences with interested colleagues at TRU events, in media stories, and an agreement that the final product will be open, accessible, and listed on the CELT and Makerspace websites.
- If students develop/co-develop the teaching and learning materials as a part of their coursework, appropriate communication and permissions must be provided.
- If students develop/co-develop the teaching and learning materials as a part of their coursework, they are credited appropriately as co-authors or contributors.
- If the project includes any data collection or engagement of a research focus, research ethics will be expected to be applied for and approved before the implementation of the grant.

Further Instructions

Below you will find a sample of the layout for the electronic submission of your application, so you can prepare in advance for what is needed for uploading to the site.

All documents and other components in the application should be uploaded to the submission site on or before the due date and will be used by the adjudicators to judge the submission.

Please reach out to CELT@tru.ca or the Makerspace Librarian, if you have questions at any time during the process of applying for this grant.

TRU Makerspace Grant (MS) Application 2022-23

Instructions

Thank you for your interest in the 2022-23 TRU Makerspace Grant.

Please carefully read the instructions below before preparing your application.

The application deadline for this round of grants is October 1, 2022 at 6:00 pm. Recipients will receive notification by Mid October, 2022.

Any questions about the application or process should be directed to Diane Janes, CELT Coordinator, at djanes@tru.ca

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Please read full details on Eligibility, Expenses and Application information before submitting the application. All process/criteria is found on the CELT webpage site: https://www.tru.ca/celt/awards-and-fellowships.html

TRU Makerspace Grant (MS) Application 2022-23

Contact Information

* 1. Principal Applicant

Name	
Role (e.g., lecturer)	
Faculty	
Department	
Email Address	
Phone Number	

2. Co-Applicant (if applicable)

Name	
Role (e.g., lecturer)	
Faculty	
Department	
Email Address	
Phone Number	

3. Co-Applicant (if applicable)

Name	
Role (e.g., lecturer)	
Faculty	
Department	
Email Address	
Phone Number	

4. If you have more than 3 additional co-applicants, please enter their name(s) and contact information below.

TRU Makerspace Grant (MS) Application 2022-23

Project Details

5. Name of your Makerspace project (please keep this fairly concise)

6. Makerspace Project Description:

Define the project, issue, or strategy clearly and concisely, providing any background information essential to understanding the importance of the work proposed. Indicate how your work will make an original innovative contribution to the field of knowledge or practice in the Makerspace at TRU and in your classroom/course. References/ works cited section will not count toward the total word count. (350 words)

7. Brief Literature Review:

Provide a literature review which includes references, where appropriate, to similar or related work. Indicate how your work will make an original innovative contribution to the field of knowledge or practice in the Makerspace at TRU and in your classroom/course. References/ works cited section will not count toward the total word count. (350 words)

8. Students as Partners:

Provide information on how you plan to support students as partners and innovators in addition to being co-researchers, student project managers, and/or as research assistants on this project (250 words)

9. Stream Rationale:

Provide a rationale for a minimum of one stream connection to your application (a connection to more than one stream is welcomed - 250 words)

- Experiential Pedagogy
- Student Interest / User Driven
- Curricular Innovation

10. Institutional Learning Outcomes:

Provide a rationale for a minimum of one ILO connection to your application (a connection to more than one ILO is welcomed): • Communication: Connection • Engagement: Lifelong Learning • Exploration: Critical Thinking and Investigation • Local-to-Global: Intercultural Awareness (100 words)

11. Knowledge Mobilization/Sharing Plan:

Indicate how you will disseminate your results and whether you plan to apply for additional internal or external funding. Provide some indication of the audience for your project and the impact you expect it will have (250 words)

12. Timeline AND Budget

Timeline: Please provide detailed timelines for the project; key dates and milestones anticipated. (Timeline: 1 page maximum). Budget: Present the budget you are requesting in a table format, identifying how funding will be used by each activity and providing a brief description for each line item. If you plan to hire a student research assistant, please detail what their responsibilities will be, as well as their rate of pay, estimated hours, and amount allocated for research assistance. For other types of expenses, please enter the cost in the "Amount" column. Eligible costs are identified on the grant website. (Budget: 1 page maximum)

Choose File   Choose File   No file chosen

13. Departmental Support

This letter/email must come from your dean and department chair.

Choose File   Choose File   No file chosen

14. Makerspace Support

This letter/email must come from the Makerspace Librarian.

Choose File   Choose File   No file chosen

15. Appendix 1 - Additional Material (if needed)

In addition to all letters of support, add no more than 2 pages of additional material in support of your application

Choose File   Choose File   No file chosen

16. Additional Funding

Please list any additional funding (applied for, or received) for this project, as well as any in-kind support.

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11. Applicant Acknowledgements:

By submitting my application, I agree to:

- Provide written status updates at the midpoint (6 months) and conclusion (one year) of the projects to CELT
- Acknowledge support from CELT and the TRU Makerspace within any work.
- Share experiences with interested colleagues at TRU events, in media stories, and an agreement that the final product will be open, accessible, and listed on the CELT website.
- If students develop/co-develop the teaching and learning materials as a part of their coursework, appropriate communication and permissions must be provided
- If students develop/co-develop the teaching and learning materials as a part of their coursework, they are credited appropriately as co-authors or contributors
- If the project includes any data collection or engagement of a research focus, research ethics will be expected to be applied for and approved before the implementation of the grant.
- Budget appropriately and understand that projects needing time beyond 1 year can apply for an extension for the project (on a case-by-case approval basis), in writing to CELT, at least 6 weeks before the end of the project (June 30); however, funds should be spent in the timeframe for which the grant was awarded (See application criteria details).

SAMPLE only - **to apply fill in the application electronically on the CELT Grant website**