

Academic Resources & Computing Committee

Funding Criteria

The Academic Resources and Computing Committee grants provide support for faculty projects related to the use of technology in educational settings. ARCC's focus is on faculty-led initiatives that improve the educational experience for Weber State students. **These grants are not intended for funding ongoing software costs or the maintenance of outdated hardware.** The ARCC reviews proposals and awards funds using a competitive proposal process based on the following criteria:

1. **Educational Experience:** How does the proposed project enhance the educational experience of Weber State students? Specifically, how many students will the project impact?
2. **Innovation:** How does the proposed project help position Weber State as a leader in innovative use of technology for education? (Note: *experimental* projects with new technologies should consider applying for the Dee Technology Grant)
3. **Necessity:** How essential is the proposal to maintaining technological competitiveness in your discipline?
4. **Dissemination:** How will the work be disseminated to other areas on campus or to other institutions? Are there publishable results or documentation?
5. **Evaluation:** How will the proposed project's success be evaluated?
6. **Support:** Is there broad support for the project (through matching funds or collaborations)? Note: projects over \$5000 require matching funds.
7. **Learning Environment:** How will the project help support student belonging and a fair and welcoming learning environment?

Instructions

The following is **required** for proposals to receive consideration:

1. Projects requesting more than \$5000 must have at least 50% of the total over \$5000 matched from other sources. Projects requesting less than \$5000 do not require matching funds.
2. Sales quotes and/or screen grabs of shopping carts must be included in an addendum that clearly supports the budget section. Images of requested items are strongly encouraged.
3. Discuss with your college campus technology coordinator (CTC) to ensure technology purchase proposals meet WSU computing standards.
4. By submission of a proposal, applicants acknowledge and agree to the following:
 - An **IT Review** will occur for all proposals that interact in any way with WSU IT resources, all awarded funds are contingent upon approval. IT may require additional information; applicants should provide this information in a timely manner.
 - Applicants should advise and receive support from their **department chair** for each ARCC submission and have confirmation of any and all matching departmental support. The ARCC committee may reach out to department chairs to confirm funds prior to distributing proposal awards.
 - Your **dean's** acknowledgement is required only if the college is pledging supporting funds for the project as indicated on the budget page. The ARCC committee may reach out to your dean to confirm funds prior to distributing proposal awards.
5. The form below must be emailed as one PDF to arccbudgetadmin@weber.edu by the posted due date.

Academic Resources and Computing Committee
Proposal for Funding

PROJECT TITLE:
SUBMISSION DATE: FALL 20 SPRING 20 .
PROJECT DIRECTOR:
DEPARTMENT:
EMAIL ADDRESS:
OTHER PARTICIPANTS:

Your proposed project should be described as clearly and succinctly as possible in the spaces provided below. Be sure to review the Evaluation Rubric. The entire justification section should not exceed three single-spaced pages.

I. Justification

A) Project summary (half page maximum).

B) How does the proposed project enhance the educational experience of Weber State students? Specifically, how many students will the project impact? Are multiple departments or programs involved?

C) How does the proposed project help position Weber State as a leader in innovative use of technology for education? (Note: *experimental* projects with new technologies should consider applying for the Dee Technology Grant.)

D) How essential/necessary is the proposal to maintain technological competitiveness and/or standards in your discipline?

**E) How will the work be disseminated to other areas on campus or to other institutions?
Are there publishable results or documentation?**

F) How will the proposed project's success be evaluated? (If reports or publications are anticipated from this project, please indicate such.)

G) Is there broad support for the project (through matching funds or collaborations)?
Note: projects over \$5000 require matching funds.

H) Learning Environment: How will the project help support student belonging and a fair and welcoming learning environment?

I) Project timeline. (If funded, when will this project be implemented?)

J) Is this proposal related to a software or hardware product that was previously funded by ARCC?

If yes, please elaborate below with the year and title of the proposal, along with any other relevant information.

K) Forms:

- If you request canvas integration, please fill in the [Canvas app integration form](#).
Please check the deadlines on the form.
- If you request a new software, please fill in the [software risk assessment form](#).

Budget

Note: Please be as specific as possible regarding requested hardware, software, or other resources (you may include an addendum to describe the hardware). Include the Software bundle charge as a line item if computers are being purchased. If funds are being committed from other resources, please so indicate. You must also attach quotes or other evidence of the costs of the requested items.

	ARCC	Dept	College	Other
Hardware:				
Software:				
Other:				

Totals				
Project total				

III. Additional Resources (suggested)

Please describe what other resources will be required to implement this project. Please address costs in the budget as applicable. Some examples are; Academic Computing technical support, hardware installation, Facilities Management work order for installation or system support or integration.

IV. Acknowledge and Signature

I understand and acknowledge the following:

_____ (Initial) I acknowledge I will be responsible for paying the **\$110 software bundle charge** for each new computer purchased as part of this proposal; this is listed in the budget.

_____ (Initial) An **IT Review** will occur for all proposals that interact in any way with WSU IT resources; all awarded funds are contingent upon approval. IT may require additional information; applicants should provide this information in a timely manner.

_____ (Initial) Applicants should advise and receive support from their **department chair** for each ARCC submission and have confirmation of matching departmental support. The ARCC committee may reach out to department chairs to confirm funding before distributing proposal awards. Letters of support are accepted but not required.

_____ (Initial) Your **dean's** acknowledgement is required only if the college is pledging supporting funds for the project as indicated on the budget page. The ARCC committee may reach out to your dean to confirm funds prior to distributing proposal awards. Letters of support are accepted but not required.

This proposal is complete, and an accurate description of the intended use of award funds:

Applicant Signature:

Applicant Name:

Applicant Date:

V. Addendum

Sales quotes and/or screen grabs of shopping carts must be included in the addendum that clearly supports the budget section. Images of requested items are strongly encouraged. Attach below.