Application for BCcampus Education Technology Fellows Grant 2019

In addition to this application form, your proposal package should also include a brief and up-to-date Curriculum Vitae highlighting your teaching and research activities.

**This application form consists of six sections:**

Section A: Applicant Information

Section B: Research proposal

Section C: Budget & Timeline

Section D: Institutional Support

Section E: Additional Information

Section F: Sign-off

There is also an Appendix A which includes a sample timeline.

For questions about this application or the BCcampus Education Technology Fellowship Grants, please contact Clint Lalonde at BCcampus clint@bccampus.ca.

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| Applicant name |
| Mailing address |
| Telephone number |
| Email address |
| Primary institution |
| Program, department, and school  |
| Are you currently teaching in a B.C. public post-secondary institution? If so, what courses and/or programs do you teach in?  |

# Section A: Applicant Information

# Section B: Research Proposal

1. Project title.

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2. Project description (brief overview, 200-word max).

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3. Describe the pedagogical challenge and/or question you are hoping to explore with technology.

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4. What is your primary research question?

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5. Briefly describe the research context. (In what program and course will the research occur? Is this a graduate, undergraduate, diploma, or certificate program? Online, blended, or f2f class? Anticipated class size?)

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6. Methodology & data. (What kinds of data will you need to answer your question, and how do you plan to collect and analyze it?)

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7. Existing literature on the topic. (List three to five references that relate to your research project. Include links and/or journal DOI’s.)

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8. Anticipated impact on teaching and learning. (What are you hoping to learn, and how may it impact teaching practices and student outcomes/success/learning?)

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9. What educational technology do you plan to use during this project? (Include names and links to any software and/or products.)

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10. Ethics approval. (Describe the process at your institution to obtain ethics approval to undertake research with your own students.)

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11. Privacy impact assessment. (Describe the process at your institution used to determine if technologies are compliant with applicable privacy and data-protection legislation.)

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# Section C: Budget & Timeline

## Budget

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| Item | Details | Amount |
| Personnel |  |  |
| Licences (software) |  |  |
| Technical support |  |  |
| Training |  |  |
| Travel |  |  |
| Conference fees |  |  |
| Publishing fees |  |  |
| Research expenses |  |  |
| Other |  |  |
| Total |  |  |

Additional relevant information pertaining to budget.

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## Timelines & Milestones

In point form, please outline your project timelines and milestones, indicating key project milestones (e.g., data collection, ethics approval). Note that all projects must be completed by December 2020. An example timeline is included in Appendix A.

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# Section D: Institutional Support (checklist)

As part of the application process, we are asking that all applicants review their research plan with applicable institutional stakeholders to;

1. make them aware that you are applying for funding to undertake a research project using educational technology, and
2. discuss with them any supports you may require from their areas in order to complete your research project.

Once you have reviewed the proposal with the following departments, please complete this checklist.

I have reviewed this proposal with the following institutional departments

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| **Check** | **Department** | **Name & title of person whom you reviewed this project with**  |
|  | IT Services |  |
|  | Teaching & Learning Centre |  |
|  | Research Office |  |
|  | Privacy Office |  |

If you were unable to review your proposal with any of these departments, please use the space below to explain why.

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# Section E: Additional Information

This space is for you to provide any additional information we should know about in support of your application. Attach additional pages if needed.

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# Section F: Sign-off

Please ensure that both you and your immediate supervisor (Program head, Department head, or Dean) sign the application prior to submitting.

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| **Fellowship Applicant** |
| Name: | Date: |
| Signature: |

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| **Administrative supervisor (Dean, Program, or Department head**) |
| Name: | Date: |
| Position: |
| Signature:  |

# Appendix A: Sample Timeline

Note: This example timeline assumes that research will be done in January-April timeframe.

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| **Date** | **Milestone** |
| July 1, 2019 | * Project begins
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| July-August | * Refine research question
* Prepare ethics review
* Conduct privacy impact assessment
* Write blog post #1 for BCcampus website
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| September | * Submit ethics proposal
* Complete privacy impact assessment
* Course revision to incorporate technology
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| October | * Procure technology
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| November | * Receive ethics approval
* Continue course revisions
* Test technology
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| January-April 2020 | * Data collection with students
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| April 2020 | * Data collection completed
* Begin writing findings
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| June 2020 | * Present preliminary findings at BCcampus Festival of Learning
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| July-September 2020 | * Complete writing up research
* Submit findings to OA journals
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| October 2020 | * Present findings at Fall ETUG and/or Symposium of Scholarly Teaching
* Blog post #2 BCcampus website
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| December 2020 | * Submit final report to BCcampus
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