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| *Use this template to complete your application. Feel free to expand sections and include additional information as needed.* |
| English 100 | Macroeconomics | Microeconomics | Human Anatomy and Physiology  | Science - Level 1 (Trades) |
|  **1. LEAD INSTITUTION/DEPARTMENT/INDIVIDUAL****Lead Contact****Name:**Title:      Telephone:      Email:       |
| **2. PROJECT INTEREST:** Describe your interest in applying for this project and any relevant experience.                                         |
| **3. PROJECT DESCRIPTION:** Please describe this course by providing a course description.  Does this course already exist, is this a course redesign, or building a new course? If this course already exists, what format is it currently in? |
| **3.** **IMPACT:** How many students are projected to be enrolled in the courses you are proposing? Howwill teaching and learning centres/faculty be made aware of your work? How do you envision your work will improve student learning?  |
| **4. DIVERSITY, EQUITY, INCLUSION:** Describe features that impact student learning such as accessibility and Universal Design for Learning, Indigenous perspectives and pedagogies, and inclusive practices that address equity, diversity, and inclusion. |
| **5. SHARING:** What actions will your institution take to help spread OOC courses across your institution and to peer institutions? |
| **6. TRANSFERABILITY:** Please include course transfer details from the [BC Transfer Guide](https://www.bctransferguide.ca/search/course) as an attachment and/or provide additional information here. |
|  **7. COLLABORATORS:** Name the institutional (both internal and external) collaborators who will be involved in this alignment project (if any\*).

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| Collaborator name | Institution | Institutional contribution:financial or in-kind | Other notes |
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 \* Additional information:        |
|  **8. PROPOSED PROJECT TIMELINE:** We anticipate this project will take one month to complete. Please draft a schedule and the steps that will be taken to complete this project. Include an estimated completion date.        |
|  **9. FUNDING:** Include a project budget that itemizes how funding will be allocated (to a maximum of 5k per course)  |
|  **Funding Request**:  $      |
|  **Rationale for Request**:       |
|  **Funding Breakdown by Activity**: In the table below, identify how funding will be used. Break down the development into activities, such as, instructional design, faculty release time, and media development and show how much funding you are allocating to each. |
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| Development activity | Funds allocated to activity |
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 Please send completed application form and CV or resume to projects@bccampus.ca  |