**OER Publishing Program Small Project Grant – Application Form**

**A. Project Contacts**

1. Principal Applicant:

Name: Department / Faculty:

Title: Telephone:

Email:

2. Co-applicant:

Name: Department / Faculty:

Title: Telephone:

Email:

2. Please list any other team members (and their institutional affiliations) to work on this project, such as other faculty, graduate students etc. (if applicable) and outline their respective responsibilities

**B. Project Description**

1. Please circle the option that best describes your proposed project.

This proposal is for:

1. minor adaptation of an existing open textbook or lab manual, or
2. the creation of supplementary teaching materials (e.g., Power Point slide deck, test-bank, practice tests etc.) to support an existing open textbook or lab manual

2. Primary subject-area of the project (e.g., sociology, physics, environmental engineering etc.):

3. What course(s) will these resources be used in? Complete the table below.

|  |  |  |  |
| --- | --- | --- | --- |
| Course number | Current course text cost | Enrollment | Estimated Cost savings |
|  |  |  |  |
|  |  |  |  |

4. Is/are there an existing open access resource(s) used in this course to which these resources will be tied? If so, please list them here.

5. What other open educational resources have you identified that you will re-use for your project? Please list them along with their corresponding licenses.

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** | **Authors** | **License** | **Link** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

6. If this is a minor adaptation of an existing open textbook, please provide a draft table of contents if it will not be the same as the original textbook.

7. Please outline the goals of the proposed project (in particular, how it will benefit students, enhance teaching and learning, and contribute to knowledge and/or practice in the relevant subject area).

8. Please explain how the supplementary resources will be integrated into the delivery of your course.

9. What proportion, approximately, of all the course resources currently being used are free to students?

**C. Project Information**

1. Please list the title and Creative Commons license of the open textbook or lab manual to be adopted if applicable:

2. What is the format of the existing resources to be used (e.g., latex, html, Microsoft Word, PDF, PressBooks)?

3. If you are creating supplementary materials, what type of teaching materials are you proposing to create?

☐ Minor adaptation of an existing open textbook

☐ Assessment tools

☐ Power Point slide deck

☐ Quiz Questions/Problem bank

☐ Web Resources

☐ Video

☐ Other:

|  |
| --- |
|  |

**D. Project Activities and Timeframe**

1. What are the key activities for this project and their timeframe? Please list the key activities in the box below, including milestones and /or deliverables.

|  |  |
| --- | --- |
| **Key activities** | **Timeframe** |
| 1.  |  |
| 2.  |  |
| 3.  |  |

**E. Budget**

**The maximum amount funding that can be requested is $3,500.**

In this section, the Review Committee is looking to understand the scope of your project (e.g., will you need copy editing service, images produced, amount of assistance needed from the program manager, etc.) so that the Committee can determine how much funding should be allocated to the necessary expenses.

 In the table below, please outline the proposed expenses and any financial and in-kind contributions secured from other sources for your project where applicable. Eligible expenses include areas such as: copy-editing, development of Power Point slide deck, creation of media such as images and graphs, and hiring a student assistant to support the project

|  |  |
| --- | --- |
| **Proposed expense type (e.g., copy-editing, multimedia creation, etc.)** | **Funding Source (Dept/Faculty commitment if applicable)** |
|  |  |
|  |  |
|  |  |
| **TOTAL** |  |

**F. Approvals**

**Department or Program Head** (if your academic unit does not have a department or program head, please ask the Dean / Director to complete this section.)

1) Does the proposed project align with the objectives and needs of the academic program for which the project is being proposed for classroom use?

Yes or No

If you answer “no”, please briefly explain why.

**Name:**

**Signature:**

**Date:**

Please send the completed form to: Open.Textbooks@uregina.ca

**Application deadline is 15 January 2021**.

For more information on the call for proposals and the University of Regina OER Publishing Program, you may contact Associate Vice-President (Academic) Dr. Nilgün Önder at AVP.Academic@uregina.ca and /or Program Manager Isaac Mulolani at Open.Textbooks@uregina.ca