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**2022 Assessment Grants: Call for Proposals**

*Deadline for grant proposal submission: March 21, 2022*

*Funding decisions will be announced on or before April 22, 2022*

The Office of Assessment is pleased to announce a grant competition in support of new and ongoing assessment efforts related to academic excellence and student success. Plans call for supporting as many as 5 grants. Each grant will be funded at an amount up to $5,000. Individual stipends are limited to $2,500. Budget requests must fit the nature and scope of the project. Applications will be submitted online at: <https://app.perfectforms.com/player.htm?f=FI2lgAAF>.

**GRANT PURPOSE**

Conducting assessments and then using assessment findings are essential steps for maintaining high quality programs that are consistent with the University's mission. Assessment findings help the institution identify areas for strategic change or improvement, help the institution determine how best to support needed changes, and also help the institution highlight program and University strengths. Assessment also enables us to evaluate the competence of graduates in terms of program goals, those of the core curriculum, and the University mission.

Ultimately, assessments are not an end in themselves but a means to other ends – specifically, for continually improving our work on promoting student learning and development. The fundamental purpose of the KU assessment grants program, then, is to support efforts to understand and then improve students’ achievements in important learning outcomes.

***For 2022****,* ***there will be five tracks for grant proposals:***

1. **Assessment of Student Learning Outcomes for Academic Programs**

For this track, the focus is assessment of learning outcomes or goals for a course or program. Possibilities include, but are not limited to, the following:

* Develop and implement a new assessment of one learning goal from one of your courses or your program
* Develop and test a new measure and/or method of assessing one or more learning goals
* Assess the impact of a specific educational experience or practice on one or more learning goals
* Utilize existing data/evidence to examine the impact of a program, course, or specific educational experience within a course on one or more learning goals; possibilities include placement testing, student research experiences, internships, and honors courses.
* Adapt a current assessment method to focus on conducting assessment in ways that attend to issues of equity. Some assessment methods can more effectively promote academic achievement for students from diverse backgrounds.
1. **Assessment of Student Learning Outcomes for General Education**

The purpose of this track is to conduct assessments related to the learning goals of General Education at Kutztown University. Possible projects include, but are not limited to, the following:

* Develop and implement a new assessment of a General Education learning outcome from one of your General Education courses
* Develop and test a new measure and/or method of assessing one or more General Education learning goals
* Assess the impact of a specific educational experience or practice on one or more General Education learning goals
* Utilize existing data/evidence to examine the impact of a program, course, or specific educational experience within a course on one or more General Education learning goals.
1. **Curricular – Co-curricular Collaborative Projects**

This track is designed to support the assessment of projects where faculty utilize a KU co-curricular experience or program to support a specific learning goal in a specific course. These projects will depend on a partnership between faculty and staff involved in co-curricular experiences; the faculty member must be the Principal Investigator, although a staff member may be a co-PI. Possible projects include but are not limited to the following:

* Assess the impact of a specific educational experience or practice on a course, program or General Education learning outcome that includes the use of a co-curricular program or experience for the purposes of a course
* In a partnership between an academic course or program and a co-curricular program, utilize existing data/evidence that assesses the impact of a specific educational experience or practice on a course, program or General Education learning outcome.
1. **Assessments related to Retention and Persistence**

This track is designed to support assessments that speak to specific problems related to retention and persistence that a program, department, or college is facing. For this grant track, the proposer must provide evidence of a problem (e.g., the rate for the program, department or college) and that improvement is needed. Possible projects include, but are not limited to, the following:

* Analyze existing data/evidence to better understand the problem and help identify possible means for reducing the problem, either for the program/department/college as a whole or for specific subgroups
* Analyze existing data/evidence to examine the performance of specific programs, services or other efforts that are attempting to increase the retention/persistence rate
* Develop and implement a new assessment of a current program, service or experience that is attempting to increase the retention/persistence rate
* Develop, implement and assess the impact of a new experience that is attempting to increase the retention/persistence rate.
1. **Assessments related to Other Student Success Indicators**

This track is designed to support assessments that speak to other specific issues related to student success indicators that a program, department, or college is facing. These other student success indicators include graduation rates, achievement gaps for Pell recipients and under-represented minority students, and STEM degrees granted. For this grant track, the proposer must provide evidence of a problem (e.g., the rate for the program, department or college) and that improvement is needed. Possible projects include, but are not limited to, the following:

* Analyze existing data/evidence to identify possible means for reducing the problem for the particular success indicator, either for the program/department/college as a whole or for specific subgroups
* Analyze existing data/evidence to examine the performance of specific programs, services or other efforts that are attempting to reduce the problem related to the specific student success indicator
* Develop and implement a new assessment of an existing program, service or experience that seeks to address the problem
* Develop, implement and assess the impact of a new experience that is attempting to address the problem.

**For all five tracks of the Assessment Grant program, the goals are to:**

* generate assessment evidence that can be applied to improving students’ achievements of important learning goals
* generate models of assessment practices that can be used to inform other assessment efforts
* produce direct evidence of student achievement of learning outcomes
* serve as “seed money” to support promising pilot projects or the research necessary to prepare externally competitive funding proposals
* encourage teaching faculty to engage in sound practices in assessing student learning outcomes (in the case of the tracks for assessing learning outcomes); funding can be used to support new initiatives and to strengthen ongoing assessment activities.

Grant proposals may be submitted by individual teaching faculty, two or more individuals from a single academic instructional program, two or more individuals from two or more academic instructional programs or in the case of the curricular – co-curricular projects, one or more faculty and one or more staff.

**ELIGIBILITY**

All faculty at Kutztown University are eligible to apply for these grants. In order to encourage greater participation, priority will be given to those faculty who have not received funding in previous years. (Previously funded projects are listed on the Office of Assessment website, and can be found here: <https://www.kutztown.edu/about-ku/administrative-offices/assessment/academic-program-assessment/assessment-grants/grant-recipients.html>)

**CRITERIA**

1. The person requesting the funding must be a faculty member. This person does not have to be on tenure track.
2. There may be other faculty or staff involved.
3. The project must include measures of assessment of the impact of the project and especially direct evidence when the focus is student learning outcomes. Indirect evidence may be included, but is optional.

**Direct evidence is defined as the** assessment of actual student performance which demonstrates *what* students learned and *the extent to which* students met the learning goals. *Examples include*: written assignments, performances, presentations, observations of quality of field work (e.g., clinical, service-learning, internships), reflection on theory and practice, research and capstone projects, exams, standardized tests, licensure exams, and student publications.

**Indirect evidence is defined as perceptions of**teaching and learning that provide insights on the *learning process. Examples include:* student self-appraisals of learning, satisfaction surveys, peer review by faculty, and focus groups (e.g., students, alumni, community partners, employers).

Legitimate uses of funding (not exhaustive list):

* Faculty training.
* Hiring of staff or consultant to aid in development of assessment methods and/or analysis of student-learning outcomes data.
* Purchase or licensing of commercially available instruments for pilot testing.
* Summer or winter stipends to be used for work on program or other assessment.

**PROPOSAL SUBMISSION GUIDELINES AND OBLIGATIONS**

You are encouraged to seek consultation on writing the proposal from the Office of Assessment prior to submission.

Proposal submissions must include, in a single .pdf document of 10 pages or less:

* Cover Sheet (follows)
* Budget Sheet (follows)
* Description of proposal
	+ Abstract (150-word maximum)
	+ Project goals and intended outcomes.
	+ Project description that includes:
		- Relationship of proposed project to current assessment activities
		- Description of project and assessment method(s) that will be used
		- Description of plan for data analysis and evaluation of project outcomes
		- Details on intended use of findings for program improvement
		- Project timeline with beginning and end dates
		- Outline of project staff responsibilities
* Supporting materials may be included in an optional appendix (not included in 10-page limit).

Proposals are due by Monday, March 21, 2022. Only complete applications submitted through our online application site will be considered. You will upload a PDF of the above proposal to the Perfect Forms site. Click here to visit site:

<https://app.perfectforms.com/player.htm?f=FI2lgAAF>

If you have questions, please contact Dr. Michele Baranczyk: e-mail: baranczy@kutztown.edu, phone: 484-646-4344.

**Obligations of Funded Projects:**

Please note that the use of students for learning outcomes assessment must meet Kutztown University’s protocols for the use of human subjects. Information regarding human subject research can be found on the IRB’s website at [https://www.kutztown.edu/about-ku/administrative-offices/grants-and-sponsored-projects/institutional-review-board-(irb).html](https://www.kutztown.edu/about-ku/administrative-offices/grants-and-sponsored-projects/institutional-review-board-%28irb%29.html).  Please contact the IRB if you have questions regarding protocols. The Office of Assessment will assist funded projects in obtaining the necessary approval.

Other specific obligations:

* Permit your proposal Abstract to be posted on the Office of Assessment website (if the project is funded).
* Prepare a 300-word summary of your project and findings to be posted on the Office of Assessment website.
* After project is complete, work with the Associate Provost for Assessment and Accreditation or designee to decide if the project participants will draft a final report or present the findings of the project to the campus community.
* Forward any published articles or external conference presentations resulting from the project to the Office of Assessment.
* Acknowledge funding support in published articles or conference presentations. Suggested text for this acknowledgment is “This project was funded by the Kutztown University Assessment Grant Program."
* Budget revisions or changes in the scope of the project must receive prior approval from the Office of Assessment, Grants and Sponsored Projects, and the Associate Provost for Accreditation and Assessment.
* Use the funding exclusively for expenses directly pertinent to student-learning assessment, per the proposal.
* If the proposed project is submitted to multiple funding sources, this fact must be acknowledged and the Office of Assessment must be informed regarding the status of the additional funding applications. If the proposed project is awarded funding from multiple sources, consultation with the Office of Assessment and the Office of Grants and Sponsored Projects will determine if adjustments to the budget are required.
* Follow the timeline for the implementation of your project. Any changes must be approved by the Office of Assessment, Grants and Sponsored Projects, and the Associate Provost for Accreditation and Assessment.

**PROPOSAL EVALUATION**

Proposal reviewers include faculty, the Associate Provost for Accreditation & Assessment, the Provost’s Assessment Fellows, and the Director of the Office of Grants and Sponsored Projects.

Submissions will be evaluated according to the:

*Proposal’s Merit*

* The degree to which the proposal advances the assessment of student learning outcomes and/or student success at Kutztown University
* The soundness of the conceptual framework underlying the project
* The appropriateness of the assessment methodology, including measures
* The plan for analysis and interpretation of the project findings

*Proposal’s Impact*

* The degree to which the assessment findings can be used to improve students’ learning at Kutztown University
* The plan for disseminating project findings
* The potential for integrating the proposed assessment practices into the on-going assessments

*The Office of Assessment reserves the right to provide full funding for the proposal, to provide partial funding, to request that the applicant offer further elaboration or clarification on specific points, to suggest alternate sources of funding, or to reject the proposal.*

**KUTZTOWN UNIVERSITY ASSESSMENT GRANTS PROGRAM**

**APPLICATION COVER SHEET 2022**

(To be submitted with your proposal)

Project Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal Investigator

Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Co-Principal Investigator(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please indicate the specific Assessment Grant program:

\_\_ (1) Assessment of Student Learning Outcomes for Academic Programs

\_\_ (2) Assessment of Student Learning Outcomes for General Education

\_\_ (3) Curricular – Co-curricular Collaborative Projects

\_\_ (4) Assessments related to Retention and Persistence

\_\_ (5) Assessments related to Student Success Indicators

Abstract of research proposal (150 words):

Amount of budget request \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Projected beginning and end dates for project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Proposed Budget

Round off all numbers to the nearest dollar and list only whole dollar amounts.

|  |  |
| --- | --- |
| Budget Item | Amount |
| **PI Stipend: Each PI stipend should be listed separately, and must include benefit cost.** Please contact The Office of Grants and Sponsored Projects to get the correct dollar amount to include for the benefit portion of the stipend. (Jeff Werner werner@kutztown.edu or 484-646-4167.) Individual stipends should not exceed $2,500, including benefits. | **For each PI, please list stipend amount, benefits amount, and total amount:** |
| **Student Wages** |  |
| **Consulting Fees** |  |
| **Supplies**  |  |
| **Equipment** |  |
| **Operating Expenses** |  |
| **Other (specify)** |  |
| **Other (specify)** |  |
| **TOTAL** |  |

**Budget Notes: Provide supporting detail for all budget items that are not self-evident or fully explained in the project description.**