Digital Curriculum Innovation (DCI) Initiative
Call for Proposals

Interested in submitting a team project proposal?

You can refer to this document as a guide to help prepare your ideas and plans before submitting. You will see there is also a prompt to provide a letter of endorsement from your department chair or dean that addresses the goals and the proposed budget. We recommend planning to have this letter prepared before submitting to the *Proposal Form*.

As an optional offer, please contact the Pegasus Innovation Lab (iLab@ucf.edu) to schedule a consultation with the project team to discuss and refine your ideas. You may also want to schedule a meeting with your assigned Instructional Designer(s) to discuss ideas.

When ready, only the Team Lead or one designated member needs to submit to the *Proposal Form*. Visit the DCI Proposals website to submit your official proposal form through Qualtrics.

Proposal Questions

Team Members & Funds

Please download the Members & Preliminary Budget file and reupload with your information to provide a list of the team members involved, the specific courses, and a preliminary plan on how you will be spending the incentive funds. (The budget plan can be updated as needed during the one-year timeline.)

Project Title: _____

Technology/Technologies to be Implemented (select all that apply):

- ☐ Personal Adaptive Learning (PAL)
- ☐ Augmented or Virtual Reality (AR/VR)
- ☐ 360 Videos/Immersive 360 Online Activities
- ☐ Artificial Intelligence (AI) BOTs
- ☐ AI-enabled content creation and distribution (such as, Chat GPT, AI generated art, or AI avatars)
- ☐ Gamification or game-based learning
- ☐ Building interactive open educational resource (OER) content
- ☐ Other digital technology, please specify:_____

Have you and/or members of the team met with an instructional designer to discuss this proposal?

- **Yes**
- **No**

If yes, who is the instructional designer(s) that you met with? _____

Project Description

Please describe the team project and how the digital technology will be used in these courses as part of this project. What is the technology that you are using? What will you build/implement? What are the deliverables? (300 words)

Anticipated Resources Needed

While we understand you may not know what is fully needed before you begin your project, please address any resources or technical expertise that you anticipate or envision will be needed in order to produce the deliverables above. (300 words)

Examples: Graphics or videos to be produced; assistants to evaluate and select the appropriate tools; developers to create tools or platforms; coordinating with vendors (demos, pilots, training, etc.)

Problem Statement & Proposed Solution

Please describe what you are trying to achieve through this digital technology project. Please describe a clear instructional challenge and how your project deliverables should increase student success in your courses.

What is the problem that you are trying to solve and how are you trying to address it? (300 words)

Alignment with Initiative Goals

The primary goal of this initiative is to impact student learning by increasing successful course completion through digital learning innovations at scale.

How does this team project align with this goal? Please describe your anticipated impact and highlight any of the priority items which include adaptive learning, High Impact Practice, or potential for large scale impact (e.g., high enrollment courses, high DFW rates, adoption by other faculty outside of the project team). (300 words)

Plans for Evaluation

How will you determine that you've met your goals through this project? How will you determine if this technology has been effective in your course(s)? (300 words)

The [Research Initiative for Teaching Effectiveness](#) (RITE) team will complete an overall evaluation of the initiative with aggregate data from all course projects. In addition, their support services are available to assist you in conducting evaluation research at the course or program level.

Timeline

Spring 2023	• February 15: Call for Proposals • March 22: Proposal deadline • April 14: Finalists pitch at DLD • April 28: Notify applicants
Summer 2023	• Optional early start (required if summer supplement requested) • July 1: Initial disbursement of funds
Fall 2023	• Project work • Required Cohort Workshops (4)
Spring 2024	• Finish project deliverables • Required Cohort Workshops (4) • Final Report
Summer 2024	• July 1: Final disbursement of funds

In order to manage faculty development enrollment and allocate personnel to support your team project, all groups will be required to adhere to this timeline.

To support your team through this process, there will be four scheduled cohort meetings in Fall 2023 and an additional four in Spring 2024. All team members are expected to attend at least three out of the four meetings each semester for critical work time.

- **Yes, we agree to attend at least three out of the four meetings for each semester.**
- **No, we do not agree to attend to at least three out of the four meetings for each semester. Explanation:_____**

Letter of Support

Upload a letter of support from your department chair or associate dean about this team project. This letter should address:

- **Their support for the proposed project**
- **How the project aligns with your college or department goals**
- **An acknowledgement of the proposed budget**

Please note that if your team comes from different departments, you only need one letter of support but a letter from each of your chairs is welcome.

If you have any additional comments or concerns to share, feel free to use the field below. Any additional files can also be emailed to iLab@ucf.edu. _____