Faculty Technology Advisor Committee

Technology Grant Application

2013-2014 Academic Year Dates:
- February 1st 2014 – Submit Application to ftac@lists.adams.edu
  - Submit Grant Application to ftac@lists.adams.edu on or before February 1st 2014.
- February 15th – March 1st Present grant idea to FTAC
  - FTAC will schedule a time for each grant applicant(s) to present the grant to the FTAC committee.
- March 15th – Recipients notified of Grant Awards
  - All applicants will be notified on or before March 15th concerning the winner(s) the Grant awards.

Grant Information

The technology grant offered through FTAC is funded on a yearly basis based upon Computing Services (CS) overall budget. At the present time CS has allocated $5,000 to the Technology Grant, and anticipates the continuation of the program until the funding is cut. The $5,000 will be allocated for one grant or multiple depending upon the amount requested.

Restrictions of the Technology Grant:

- The expenditures of funding must be completed on or before May 15 of the budget year the grant was approved or the funding will be unavailable.
- The program is set up for experimental purposed and should not require additional funding from the institution until the University has the approved project and approved the technology to be used campus wide. See Tier III technology guidelines http://www.adams.edu/academics/ait/techpolicy.pdf.
- All technology will be Tier II support and must be coordinated with CS and/or AITC prior to submitting the grant proposal.
  - Tier II definition: allows for the faculty and/or department with technical support only. The financial support offered is through the grant only and should be considered start-up funding only.
- Funding is restricted to hardware and/or software only. No personnel can be paid a salary of any sort or reimbursed from the funds provided by the grant.
- Sustainability of the project, if successful, requires that the technology is moved from Tier II to Tier III support (See Policy located at: http://www.adams.edu/academics/ait/techpolicy.pdf.)
- Review and Funding decision
  - FTAC will review the grants and recommend funding to the Technology Grant Committee (TGC), the TGC is comprised of the following:
    - FTAC Chair
    - Faculty Senate Representative
    - CS Director
    - AITC Director
    - Assistant Vice President for Budget and Technology

Please use the layout on page two (2) to create/organize your proposal.

Executive Summary

Principle Investigator Contact:

A. **Description of Technology or Technology Program**
   - **Start and end date**

B. **Project Description**

C. **Project Evaluation**

D. **Project Sustainability (if successful)**

E. **Budget(s),** include new technology, software and hardware, to be purchased or used.

F. **Population Groups Served**

G. **List of Key Faculty and/or Staff Members participating**

H. **Computing Services and/or AITC support contact(s)**

I. **Results Dissemination Plan**