

FTAC Technology Grant

Introduction

The FTAC Technology Grant offered through FTAC is funded on a yearly basis based upon Computing Services' (CS) overall budget. Currently, CS has allocated \$5,000 and anticipates the continuation of the program unless the funding is no longer available. The \$5,000 will be allocated for either one grant or multiple grants depending upon the amount requested.

Technology Support

The FTAC Technology Grant provides technical support for the technology associated with the grant as defined by the policy related to new technology support. The policy can be found at: <http://www.adams.edu/academics/ait/techpolicy.pdf>. All grant technologies will be supported as Tier II, meaning that CS will provide technical support, but will not provide on-going financial support for hardware or software upgrades.

Restrictions for the Technology Grant

- All purchases must be made on or before May 15 of the budget year the grant is approved to be eligible to receive the funds.
- This program was designed for experimental purposes only and should not require additional funding from the institution, unless the university adopts the technology for wider campus use.
- All technology will be Tier II supported and purchases must be coordinated with CS and/or AITC once submitting the grant proposal.
 - Tier II definition: CS will provide technical support only.
 - The grant offers startup funds only. CS will not provide ongoing financial support.
- Funding is restricted to hardware and/or software only. No personnel may be paid a salary, stipend or personal reimbursement from the funds provided by the grant.
- Ongoing financial support for the project will require approval by university administration and the IT Governance Board. If adopted, the technology can move to Tier III, meaning it will be eligible for ongoing technical and financial support.

2014-2015 Academic Year Dates

- March 1st, 2017 – Submit Grant Application to the FTAC chair at stephaniehilwig@adams.edu.
- March 1st – March 31st, 2017 – During this time frame, FTAC will review grant applications. Computing Services will contact applicants with questions regarding technology requirements and compatibility.
- April 10th, 2017 – Recipients will be notified of Grant Awards.

Review and Funding Decisions

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 grant form below to create your proposal.

<http://blogs.adams.edu/ftac/files/2016/01/FTAC-Grant-Form.pdf>

Dissemination Report

All those awarded a grant must submit a dissemination report by the end of the first academic year after receiving the award. This dissemination report should contain pictures of the technology in use as well as a brief write-up explaining how the technology is being used with students and the educational benefits they have received. Additional multimedia formats will also be accepted. All faculty members submitting a grant proposal must designate an alternate person in their department who will be able and willing to complete the dissemination report should they become unable to do so themselves. Failure to submit a dissemination report will make the department ineligible for a future FTAC grant for up to three years.

Submission

E-mail questions and/or your grant to the FTAC chair at stephaniehilwig@adams.edu.

Format for grant application is described below.

Faculty Technology Advisor Committee

Technology Grant Application

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**
- 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. **Dissemination Plan**