**2024 ALT-2040 Fund**
**Constellation Protostar Fellowship Stream**

this template is For Development Purposes only. All proposals must be submitted online by **3:00 PM, February 29, 2024**

Please read all criteria and application instructions at[**alt-2040.ok.ubc.ca**](http://alt-2040.ok.ubc.ca/)**.** Applications should be written in clear, plain language so that they may be understood and adjudicated without specialized knowledge. Note this is a template only; the application must be submitted online. The online application system is **plain text**. You may upload up to two **1-page** exhibits (figures) along with required approval and resource commitment letters. The two exhibits must be fully explained and referenced in the proposal text, with brief captions only.

# BASIC PROJECT INFORMATION AND APPROVAL

### Project title

*Use sentence case.* ***[200 characters max.]***

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### Lead applicant

*Applicants must be either a full-time, continuing UBC Okanagan faculty member (including Librarians) or a full-time UBCO lecturer with an appointment that remains active throughout the project length. Please include your name, title, primary email address and department/school/unit.*

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### Other team members (if applicable)

*Please indicate all other team members’ names as well as corresponding title(s), affiliation(s), and email (e.g. Jane Doe, Associate Professor, Nursing, FHSD, jane.doe@ubc.ca).*

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### Expertise

*Please describe your expertise in relation to the proposed fellowship project and identify any knowledge and/or skills that you anticipate developing or strengthening through the fellowship opportunity.* ***[250 words max.]***

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# Approvals

### Director or designate of Constellation partner approval

*I confirm that the Director or designate of one or more Constellation service units has been consulted on the nature of the fellowship application, is aware of potential resource commitments, and has agreed to support this project. Please upload the letter(s) in the* ***exhibits, approvals, support and resource commitment letters*** *task (available after the application text is entered).*

**[ ]**  Yes

### Department head approval

*I confirm that the Department/Unit Head, Director or equivalent of the applicant has been consulted on the nature of the project, is aware of potential resource commitments, and has agreed to support the project. Please upload the letter in the* ***Exhibits, Approvals, Support and Resource Commitment Letters*** *task (available after the application text is entered).*

**[ ]**  Yes

### Faculty / Library approval

*A letter/email of approval from the relevant Dean or designate and/or UBC Okanagan’s Chief Librarian (as applicable) must be included in this application. Please upload the letter in the* ***exhibits, approvals, support and resource commitment letters*** *task.*

**[ ]**  Yes

### Funding request

*Total funding requested (up to $10,000) to support student workers.*

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# PROJECT OVERVIEW

### Project summary

*Please summarize, in an accessible manner to individuals from diverse disciplinary backgrounds, what you propose to do (include subject code and number), why it is innovative and how the project will transform UBC Okanagan students’ learning experience in a meaningful way. Please clearly describe how your teaching and your students’ learning experience will change as a result of using the specific Constellation spaces or facilities.*
***If your proposal is successful, this summary may be publicized on the UBC Okanagan website***. ***[250 words max.]***

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### Strategic alignment

*Explain how your proposed project advances the* [*transformative learning*](https://strategicplan.ubc.ca/transformative-learning/) *strategies of Shaping the Next Century and UBC Okanagan teaching and learning priorities and plans expressed in aligned plans and reports (e.g.* [*Outlook 2040*](https://okmain.cms.ok.ubc.ca/wp-content/uploads/sites/26/2019/02/UBCO-Outlook-2040.pdf)*,* [*Indigenous Strategic Plan*](https://isp.ubc.ca/)*,* [*Declaration of Truth and Reconciliation Commitments*](https://ok.ubc.ca/about/indigenous-engagement/)*,* [*Inclusion Action Plan*](https://equity.ubc.ca/about/inclusion-action-plan/)*,* [*Climate Emergency Task Force Report*](https://bm-climate-emergency-2021-sandbox.sites.olt.ubc.ca/files/2022/08/CETF_Report.pdf) *and* [*UBC’s Anti-Racism and Inclusive Excellence*](https://antiracism.ubc.ca/) *initiatives).* ***[150 words max.]***

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### Alignment with priority focus areas

*Identify the ALT-2040 Fund priority focus area(s) most relevant to your project (maximum 3).*

* Strengthen and expand Indigenous-focused curricula in existing courses and programs and/or strengthen instructors’ competence with incorporating Indigenous knowledge and ways of knowing in their teaching.
* Transform curricula by incorporating equitable and anti-racist teaching and pedagogies that promote locally and globally relevant and responsive ways of learning, knowing, and translating knowledge.
* Expand educational opportunities that encourage students' active engagement with the climate emergency by enhancing climate change content and learning activities in one or more existing courses.
* Redesign a course for delivery in an online, hybrid or multi-access format to introduce innovative teaching and learning practices and leverage [Universal Design for Learning](https://udlguidelines.cast.org/) principles.
* Create and/or incorporate OER to make education more affordable and accessible to students. Priority will be given to projects which implement OER into multi-section courses or multiple courses.
* Recognize disciplinary skills or competency acquisition in one or more courses through the creation of non-credit credentials or digital badges that may be laddered into a non-credit, proficiency-based credential.
* Co-develop curricula with external partners (community, industry, etc.) and offer credit or proficiency-based non-credit opportunities accessible to both UBC students and external learners (may be delivered separately).
* Innovate courses by experimenting with novel knowledge translation techniques to produce new or adapt existing educational materials and resources for use in the unique learning environments available through Constellation.
* Other (explain below)

### Explanation of priority focus areas

*Explain how your project aligns with the focus area(s) you identified above.* ***[250 words max.]***

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# PROJECT DETAILS

### Project rationale and objectives

*Clearly state the project's rationale and objectives. These objectives should align with your outcomes and serve as the basis for your evaluation approach.* ***[250 words max.]***

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### Expected project outcomes and deliverables

*List or describe the project’s intended tangible outcomes and deliverables (e.g. courses created or revised, assessments created). Identify any new or changed teaching or learning approaches and/or practices as outcomes as appropriate.* ***[250 words max.]***

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### Related projects

*If applicable, please identify any relationships that the proposed project has with current or proposed projects (ALT-2040 or other UBC Okanagan or university-wide teaching and learning grants). Ensure that you explain how this project’s objectives and outcomes are unique.* ***[250 words max.]***

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### Project work plan, timeline & milestones

*Provide a summary of the approach and methods you intend to use to achieve the stated objectives of the project. You should also include a clear work plan that identifies major milestones, including any evaluation activities. You may upload up to two* ***1-page*** *exhibits (figures) to complement your narrative. Please note that you should reference the figures and ensure that they are explained in the text of your proposal.* ***[1000 words max]***

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### Inclusion considerations

*Please explain how the project uses systematic approaches to address the needs of diverse learners and enhance equity, diversity, inclusion and accessibility.* ***[250 words max.]***

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### Student involvement

*Please explain how students were consulted in the preparation of the proposal, and how they will be involved in the development and implementation of the project.* ***[250 words max.]***

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### Student positions(s)

*Provide a clear description of the skills and disciplinary knowledge that you are looking for in a student worker (graduate or undergraduate) to support this project.* ***[150 words max.]***

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*Do you anticipate that you will need support in posting for and hiring a student position under this fellowship?*

* Yes, I will need support to find a suitable candidate(s)
* No, I do not require support in this area

### Innovation in teaching and learning

*What is innovative about the educational strategies, pedagogical approaches, techniques or tools you are using? In what ways will your teaching and student learning change as a result of this project? As applicable, please explain the teaching and learning foundation (e.g., the theoretical framework, application of specific research-informed teaching principles or evidence-based practices) in which your innovation is grounded. You may upload a list of references with your application.*  ***[250 words max.]***

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# PROJECT BENEFITS AND IMPACT

### Course(s)

*Please specify which course(s) is (are) impacted by this project* ***and*** *its typical enrolment. [****150 Words Max.****]*

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### Project benefits

*Referring to the project’s objectives and expected outcomes, what are the direct and short-term as well as sustainable benefits to students who are the primary target audience for the project. Explain how these will contribute toward the enhancement of teaching and learning at the course level. Identify any potential broader benefits that will result.* ***[500 words max.]***

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### Sustainability plan

*For how long will the materials be useful? How will you maintain, update, or improve the materials over time beyond the project's funding period?* ***[250 words max.]***

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### Evaluation criteria

*Describe your evaluation strategy or process and outline any key indicators that will be used to determine the project’s success/performance. What outcome-based criteria will be used to measure success? What data (quantitative and/or qualitative) will you collect to evaluate the project’s impact, and how will you use these data?* ***[500 words max.]***

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# BUDGET (FUNDING AND RESOURCES)

### Constellation facilities

*Please select which Constellation spaces and facilities you anticipate using to develop and implement your innovation (select all that apply).*

* Sawchuk Family Theatre (SFT)
* Visualization and Emerging Media Studio (VEMS)
* makerspace UBCO
* Digital Design Lab and Sound Booth
* Studio 123
* Library Design and Editing Stations
* Commons Service Hub (see UBCO Studio Spaces).

If you anticipate needing to purchase equipment that is currently not available in the above spaces, please outline the anticipated cost of this equipment. Please note that this should be discussed with the Constellation Network manager to assess feasibility before the application submission. In your budget, please list the amount as a potential in-kind contribution (not as part of your funding request). We cannot guarantee that equipment purchase is possible. If purchased, equipment will be retained by the Constellation Network for use by others.

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### Budget rationale

*Provide a succinct rationale for the budget you have outlined in the required budget spreadsheet. Your explanation should complement (not repeat) the rationale provided for the items included in the spreadsheet. As appropriate, identify the relevant support and/or resource commitment letters.* ***[250 words max.****]*

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### Project budget spreadsheet

*Please use and upload the Excel template provided on the website.*

### Exhibits, approvals, support and resource commitment letters

*Please upload documents related to the following:*

* *Up to two 1-page exhibits (figures or tables)*
* *Scholarly references*
* *Constellation partner resource commitment/support letter*
* *Department/Unit Head/Director support letters*
* *Resource commitment letters from university services or academic support units (e.g. CTL, the Library, Indigenous Services) beyond the Constellation partner*
* *Approval letter from the Dean of the Faculty of Lead Applicant*