FIRE Grants
Center for Excellence in Teaching & Learning (CETL)
RFP Submission Guide

Detroit Mercy's CETL is excited to announce *Finding Innovation & Results in Education* (FIRE) Grants. These funds can be used for applied practice or research of teaching, learning, and/or student support. Applications are encouraged from individuals or teams pursuing Scholarship of Teaching and Learning (SoTL)[1]; developing new or existing courses; implementing high-impact teaching practice(s)[2]; improving student engagement/outcomes, especially related to underrepresented student populations; or creating Inter-Professional Education (IPE)[3]/Interdisciplinary[4] experiences.

FIRE Grant Objectives:
1. Develop or incorporate high-impact, active-learning practices into courses/programs
2. Improve assessment of student learning outcomes
3. Improve course/program support and/or learning outcome strategies for underrepresented populations
4. Develop IPE and/or cross-discipline experiences for university students
5. Increase University mission awareness through the curriculum

There are two types of grants that are available, *Spark* grants *and Flame* grants.

Spark Grants	Flame Grants
Requires application	
Up to $200	$1-5k
Intended for small fiscal needs	Larger projects/needs
Rolling applications	Application deadlines Sept 15 (and Jan. 15 if funds permit)
Reflection Report	Report & Sharing plan

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[1] Prosser, Michael (2008) "The Scholarship of Teaching and Learning: What is it? A Personal View," International Journal for the Scholarship of Teaching and Learning: Vol. 2: No. 2, Article 2.
        Available at: https://doi.org/10.20429/ijsotl.2008.020202
[2] AAC&C High-Impact Educational Practices: A Brief Overview
https://www.aacu.org/node/4084
AAC&C Chart of High-Impact Practices:
https://www.aacu.org/sites/default/files/files/LEAP/HIP_tables.pdf

[3] National Science Foundation (NSF). *What is Interdisciplinary Research?*
        https://www.nsf.gov/od/oia/additional_resources/interdisciplinary_research/definition.jsp
[4] Olenick, M., Allen, L. R., & Smego, R. A., Jr (2010). Interprofessional education: a concept analysis. *Advances in medical education and practice*, *1*, 75–84. https://doi.org/10.2147/AMEP.S13207

Electronic Application Requirements (Details Below):

1. Project title
2. Primary contact (Name and email)
3. Description/Abstract (100 to 150 words)
4. Project Plan (250 to 500 words—Flame only)
5. Budget (use attached template)
6. Faculty Research Award disclosure
7. Submit using the online form

Please note: The applications will be peer reviewed by the CETL Faculty Advisory Board.

Grant Application Form Requirements Details

Project title: Please provide a descriptive title
Primary contact: This will be the point of contact for the project
Spark/Flame: Select one

Description/Abstract: The Description/Abstract should describe how the project would support teaching, learning, and/or student support. Proposals that prioritize traditionally underrepresented student populations will earn additional points on the review rubric.

Project Plan (Flame only): The Project Plan should describe the project in detail, including the timeline, project goal(s), and projected student impact. Flame grants require that you share project results with other members of the university community. Examples include a Colleague Development Day presentation, CETL presentation, departmental presentation, recorded media, etc. Project Plans should also outline plans for sharing grant outcomes.

Please note: All research-based projects MUST comply with University IRB policies. For additional information please consult the Office of Sponsored Programs and Research Activity (OSPRA)
https://www.udmercy.edu/academics/academic-affairs/ospra/compliance/index.php

Budget: The budget should include a complete list of needs to support the research/scholarship project and the related costs. This should be all inclusive of funding request with basic description of items are acceptable. Where items may be unique or outside general knowledge, please provide enough detail to inform the reviewers' understanding. All costs should be fair and reasonable under current market conditions.

A template is provided for the FIRE grant submission. Please also provide any appropriate supporting documentation in the final portion of the submission form, Supporting Documents.

Completing the Budget Template

- To complete the budget template, open the downloaded Excel spreadsheet and fill in each line item of the budget.

- Save the document with the title of your project and append it with "-BUDGET". For example, My_great_project-BUDGET.xlsx

  Examples of Allowed Expenses:
  Equipment
  Technology
  Pedagogical training
  Professional development
  Professional Services, e.g. data analysis or writing support
  Examples of Unallowable Expenses:
  Cost covered by other Grants
  Advertising and public relations
  Goods or services for personal use
  Student activity costs

Faculty Research Award: (Yes/No) Please state if you have received or are currently being considered for FRA funds related to this project. If yes, include your FRA proposal and details about your award.

Grant Scoring Rubric

Note: Project plan references are for scoring Flame grants only and not are applicable to Spark grants

	< Average 1	Average 2	> Average 3	Excellent 4
Approach	Project plan does not have a reasonable approach or reporting plan is missing.	Project plan appears to have faults and the reporting is not appropriate	Project plan appears reasonable, but the reporting plan is not appropriate	Project plan appears reasonable, and reporting plan is appropriate for the project scale
Topic	The project clearly lacks any fresh ideas.	The project has limited advancement of ideas.	The project contains new and exciting ideas, but seems unlikely to impact change/improvements	The project contains new or exciting ideas and could impact change/improvements
Alignment of Vision	Project outcomes do not line up with CETL grant objective and community needs.	Project outcomes somewhat line up with CETL grant objective and community needs.	Project outcomes line up well with both with CETL grant objective and community needs.	Project outcomes or results line up extremely well with CETL grant objective and community needs.
Reporting Plan	Reporting plan is not feasible and is not acceptable.	Reporting plan lacks detail or implementation information.	The project has a feasible and acceptable reporting plan.	The project has an extensive and actionable reporting plan.
BONUS Points				
ID/IPE			No	Yes
Underrepresented support			No	Yes

Reflection Report (Spark Grants) or Report and Sharing (Flame Grants)

Spark grant recipients will submit a 1-2 page(s) reflection report that details how funds were spent and the results of the project.

Flame grant recipients will submit a detailed report on how funds were utilized, the results of the grant, and how the project was shared with other members of the university community. Reporting can be descriptive, qualitative, and/or quantitative in nature, depending on the project.

Questions? Please contact Michael Verdusco at Verdusmi@udmercy.edu if you have questions about preparing or submitting a FIRE Grant.