



**CALM** \***Comets Affordable Learning Materials**

# CALM Implementation Grant: Request for Application

The purpose of the CALM Implementation Grant is to support faculty in transitioning their courses to Open Educational Resources (OER) and offering the new ZTC course in Spring 2019. Open Educational Resources are resources that are Creative Commons Licensed, which allow them to be shared and adapted. Everything created using CALM Implementation Grant funds must have a Creative Commons License, either [CC-BY](#) or [CC-BY-SA](#).

## Who is this grant intended for?

This grant is intended for individual faculty or teams of faculty who are currently teaching with a publisher's textbook and could transition their course to being a Zero Textbook Cost (ZTC) course using open educational resources by Spring 2019. If you have already transitioned your own classes to OER and now want to work with a team of faculty to help them transition their courses, you are also eligible for the grant.

These funds are intended to help compensate faculty for the additional work it takes to adapt available OER materials or create ancillary materials to use with an available OER textbook.

Faculty will either ADAPT, REMIX, or CREATE learning Open Educational Resources to transition their course to ZTC.

- Adapting may include: Adapting a current OER book, i.e. a book that is mostly acceptable but needs some updating or additional information included.
- Remixing may include: Remixing OER content, i.e. selecting from a variety of available OER content to remix into a new OER textbook, probably with some additional content added to create cohesion.
- Creating materials may include: Creating ancillary supporting materials such as test banks, PowerPoints, videos, or assignments that will be available to others who are using the same OER book, or creating a new OER textbook for a course where OER is not currently available, i.e. writing an OER textbook.

Adjunct faculty are enthusiastically encouraged to apply. Because the grant is intended to have ongoing benefits for a course, adjunct faculty will need to apply for the grant as part of a team with one or more full-time faculty at Palomar.

## Grant Amounts:

- Individual Grants are available up to \$3,000
- Team grants are available up to \$5,000. For team grants, you will need to identify in your application how much each team member will receive.

## Grant Requirements:

- Faculty are required to submit an application which includes a description of the project deliverables, along with a budget plan, and timeline of completion.
- All materials created using these funds must be openly shared and licensed with an appropriate Creative Commons license, with exceptions for modifications of pre-existing resources with a more restrictive license.
- Faculty member(s) must be able to teach the identified course as a ZTC course in Spring 2019 (section(s) must be marked as ZTC for Spring 2019 by using the textbook adoption form)
- Complete the final grant report by the deadline. The grant final report, including Creative Commons licensed project deliverables, are due by January 25, 2019.

## Grant Application includes:

- Name of individual or team members
- Project Impact Section
  - Course to be CALMed.
  - What textbook(s) is/are currently being used in this course?
  - What is the cost to purchase a new copy of the typical textbook in the campus bookstore?
  - How many sections of this course are you (and your team) teaching in Spring 2019?
  - How many students do you (and your team) typically have in each section?
  - How many total sections of this course are being offered in Spring 2019?
- Project Details Section
  - Type of Project: (select all that apply)
    - Adapting
    - Remixing
    - Creating
  - List the currently-existing resource(s) to be revised or for which ancillaries will be created (Please provide a title and web address (URL) for each of the currently-existing resources that you are either revising or for which you are creating new ancillary materials.)
  - Project Description (In at least one paragraph, explain how you will adapt, remix, or create in order to transition and implement your ZTC course in Spring 2019)
  - Timeline and Personnel (Provide a project timeline to finish your work by January 25, 2019. Provide a short description of the roles each of the team members will take on during the activities in your timeline.)
- Project Requirements Section
  - Acknowledgement of Creative Commons Terms (I understand that any new materials or revisions created with ALG funding will, by default, be made available to the public under a Creative Commons Attribution License (CC-BY), with exceptions for modifications of pre-existing resources with a more restrictive license).
  - Acknowledgement that there is a final report required at the end of the project along with the Creative Commons licensed project deliverables.

## Grant Final Report Due January 25th, 2019:

Grant funds are paid following completion of project deliverables. The material will be implemented in Spring 2019. Deliverables are due January 25, 2019.

The report includes:

- A narrative summarizing the challenges and accomplishments of your experience creating/finding/using the materials, the anticipated impact on your teaching, the anticipated impact on students and their performance, and lessons learned.
- The link to the project deliverables.
  - Deposit any openly licensed material created, including your syllabus, into an appropriate open repository (e.g. Scholarworks, Open Textbook Library, Merlot, etc.)
  - Materials developed for the course must be licensed with an appropriate Creative Commons license of the grantee's choice: CC-BY or CC-BY-SA with exceptions for modifications of pre-existing resources with a more restrictive license.
- The number of sections being offered in Spring 2019 that are using the materials created during this project.
- Goals for next steps in the process of supporting faculty adoption of OER in your course or discipline going forward.

### **CALM Implementation Grant Rubric (to be used by the CALM Taskforce)**

	5: Outstanding	4: Excellent	3: Fair	2: Needs Work	1: Missing / Lacking Relevance
Transformative Impact on Student Savings	The project plan and its goals will affect a very large number of students and lead to massive changes in student savings.	The project plan and its goals will affect a large number of students and lead to mostly substantial changes in student savings.	The project plan and its goals will have an average impact on student savings.	The project plan and its goals do not affect a large amount of students and has a below-average impact on student savings.	The project plan and its goals are not relevant to the purpose of the grants, not saving students money on the cost of textbooks.
Organization, Planning, and Feasibility	The project plan shows an extremely high level of preparedness to fulfill the goals of the project, with a detailed and realistic plan and clearly defined roles.	The project plan shows a high level of preparedness to fulfill the goals of the project, with a mostly detailed and realistic plan and some defined roles.	The project plan shows an average level of preparedness to fulfill the goals of the project by an individual or a team, with a basic plan and basic assigned roles.	The project plan shows some preparedness to fulfill the goals of the project by an individual or a team, but plan details are somewhat vague and leave the reviewer with questions.	The project plan is not set up to fulfill the goals of the project, and plan details are either scarce or disorganized.
Clarity and Alignment	The proposal, budget, and timeline are aligned and clearly presented.	The proposal, budget, and timeline are clearly presented with a few issues.	The proposal, budget, and timeline are basic, but clear, with a few issues.	The proposal, budget, and timeline have some clarity issues that leave the reviewer with questions.	The proposal, budget, and timeline are unclear or lacking with substantial issues.