

# DISTANCE LEARNING COURSE GRANT APPLICATION

## NEW DISTANCE LEARNING COURSES

### A UK Analytics & Technologies Grant Opportunity

*Announcement, revised 12/19/14*

The UK Analytics & Technologies (UKAT) Grant Program invites faculty to apply for funding to develop a Distance Learning course. A Distance Learning program, as defined by the Southern Association of Colleges and Schools (SACS), is a formal educational process in which the majority of the instruction in a course occurs when students and instructors are not in the same place. Students in those courses pay a Distance Learning course fee, which helps support this program.

The focus of this grant is to support the design of courses and programs that transform classroom interaction and engage students with distance learning pedagogical approaches. UKAT staff can demonstrate University supported technologies to help create engaging learning experiences and/or meet with you to discuss your proposal. Contact [Kelley.Cruse@uky.edu](mailto:Kelley.Cruse@uky.edu) to set-up an appointment.

#### **The program will support the following:**

- Development of new distance learning course

Awards will be \$3,000 per 3-hour credit course for new courses (amounts pro-rated based on the number of credit hours offered). In addition to the awarded funds, UKAT will provide assistance with instructional design, course media consultation, and course and programmatic assessment. Applicants are encouraged to explore the eLearning [website](#) as they prepare their application. Please note: A department seeking more than four grants in one academic year will require approval from the director of UKAT.

#### **Eligibility:**

##### **Distance Learning Course Grant (New Course)**

- Full-time and/or Part-time faculty/instructors.
- In ordinance with SACS, a distance learning course is “a formal educational process in with the majority of instruction in a course occurs when the students and instructors are not in the same place.” (To see complete SACS definition click [here](#).)

**Deadline:** Open, no deadline.

**Pre-Proposal Consult:** Required. The pre-proposal consultation should be completed with the Office of eLearning before any application materials are started. Please [Kelley.Cruse@uky.edu](mailto:Kelley.Cruse@uky.edu) to set up this consultation.

**Proposal Format:** (Use 12-point Times New Roman font, single-spaced with 1-inch margins)

- A. Cover Sheet.** The provided [cover sheet](#) must be used.

**B. Course Syllabus**

Syllabus should include the [SACS syllabus requirements](#) for distance learning courses.

**C. Independent Research Plan (optional, not to exceed 250 words)****RFP Submission Procedure:**

- Submit completed applications, in PDF format, via email to: [Jennifer.Edwards@uky.edu](mailto:Jennifer.Edwards@uky.edu). Confirmation of receipt will be emailed within 48 hours.

**Post-award Requirements:**

- Half of the total funded amount will be awarded once the following conditions have been met:
  - Meeting with an eLearning Instructional Designer
  - Submitted the Course Changes forms in eCATs
  - Submitted the RFP to the eLearning Office (including a copy of the syllabus).
- The remaining half of the total amount funded will be awarded when the course has been taught. Funding will be transferred at the end of the first two weeks of instruction.
- Support from this program should be acknowledged in all publications resulting from the funded research (“supported in part by an award from University of Kentucky Analytics and Technologies”).
- In addition, this office should be notified if support through this program leads to further funding and/or publications any time in the future.
- Post-award obligations are required in order to receive funding, and are required in order to be eligible for future awards from any UKAT program.

**For questions contact:**

The Office of eLearning, (859) 257-3377

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