Guidelines for d'Arbeloff Fund Proposals
for 2017-2018 Educational Projects

The Alex and Brit d'Arbeloff Fund for Excellence in Education is soliciting proposals from MIT faculty members for projects that strengthen undergraduate education and enrich the experiences of our undergraduates.

Objectives

Proposals can be focused at any level of undergraduate education; priority will be given to projects that:

• Improve the first-year academic experience, including General Institute Requirements (GIRs)
• Explore ways of including algorithmic reasoning and computational thinking in the curriculum (along the lines described in the report of the Study Group on Algorithmic Reasoning and Computational Thinking)
• Develop student motivation, confidence, and self-efficacy by providing opportunities to demonstrate educational accomplishments in authentic contexts
• Support students in exploring and choosing majors
• Enhance undergraduate advising – including professional and career development discussions – between faculty and students

Proposals that make use of innovative, active, and/or inclusive pedagogies to improve student learning and the student experience are encouraged, as are projects that transcend specific departmental curricula, and/or make use of online technology.

Proposals

If you have previously submitted a proposal or participated in the process, you will note the change this year to one proposal review instead of the previously employed two proposal review process. Since there is only one proposal and review, the d'Arbeloff Fund Selection Committee is expecting detailed proposals, which should include thoughts about assessment and budget as well as letters of support.

Submissions should include:

2. A proposal (3-6 pages):
   a. A detailed explanation of the project, including planned activities and a timeline
   b. A statement about the educational need that your project will address including answers to the following questions:
      • How will the project enhance your teaching?
      • How will it improve the students’ experiences in the classroom?
      • What is the potential impact of the project at MIT? Estimate number of students served now and in the future.
   c. A description of how you plan to assess your project. The Teaching and Learning Laboratory (TLL) has resources available to help with developing and assessment plan. Please visit their website for more information.
   d. A summary of the outcomes of any previous projects that the applicant(s) had supported by the d’Arbeloff Fund, noting unspent funds from those projects.
3. A budget sheet for the project (template available at: http://web.mit.edu/darbeloff/apply.html) that should include:
   a. A list of other secured or requested funding sources (the review committee looks favorably upon projects that have established cost-sharing with departments or other entities).
   b. A description of resources and staffing required, noting interactions among faculty across departments or schools and/or among faculty and other members of the extended MIT community, such as alumni/ae, close industrial partners, research scientists, and partners at other institutions.
4. Letters of support from the appropriate department head/s addressing cost-sharing for the project and the sustainability of the projects after the d’Arbeloff funding terminates

Deadlines

Proposals are due by Friday, September 29, 2017.

Send proposals to darbeloff-fund@mit.edu. For more information, please contact Assistant Dean Genevre Filiault (x3-5629). Information on current and past projects can be found at the Fund’s website (http://web.mit.edu/darbeloff).

Requirements and Restrictions

• The d’Arbeloff Fund Selection Committee places a high value on assessment of educational innovations. Grant recipients are expected to speak with the Teaching and Learning Laboratory (TLL) about assessment. A workshop on assessment run by TLL will be offered in November 2018. Assessment and Evaluation experts in TLL are also available to discuss assessment individually.
• The Committee also encourages sharing of good practices and results. Grant recipients will be required to submit final reports on their projects at the end of the funding period.
• Participation in projects funded by these awards, whether participation is for compensation or as a volunteer, qualifies as “significant use” of MIT Administered Resources under MIT Policies and Procedures. In accordance with the treatment of “significant use,” ownership of intellectual property, including copyrights in instructional materials and curriculum, will vest with MIT.
• For multiple year projects, funding commitments will be made on a year-by-year basis.
• The d’Arbeloff resources are intended primarily for faculty-led initiatives, with the understanding that such initiatives may also involve non-faculty participants.

Funding Guidelines

Funding requests may include faculty and/or TA summer salary, UROPs, materials/books, and some equipment. Funding is not typically approved for teaching release, conference expenses/travel, graduate student tuition, honoraria, guest travel/lodging, RA positions.