

# d'Arbeloff Fund for Excellence in Education

## 2023-2024 Application Guidelines

### Overview

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The Alex and Brit d'Arbeloff Fund for Excellence in Education is soliciting wide-ranging proposals to support larger-scale ambitious projects designed to strengthen MIT undergraduate education and curricula, and enrich the academic experience of our undergraduates. Proposals can be focused on any level of undergraduate education and those transcending specific departmental curricula are also encouraged.

In recent years, various faculty groups have released reports that include specific recommendations to improve undergraduate education and ideas that could be applied to undergraduate curricula, for example:

- [Report of Task Force 2021 and Beyond \(October 2021\)](#).
- [Report of the Ad hoc Committee on Leveraging Best Practices from Remote Teaching for On-Campus Education \(August 2022\)](#).
- [MIT Strategic Action Plan for Belonging, Achievement & Composition \(September 2022\)](#).

The committee is also interested in innovative proposals that respond to current educational trends at MIT and in higher education more broadly, i.e., generative AI, academic wellbeing, etc.

Information on current and previously funded projects is available on our [website](#).

### Timeline

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- Proposals are due by **Friday, October 13, 2023** to [darbeloff-fund@mit.edu](mailto:darbeloff-fund@mit.edu).
- Awards will be announced in late December.

### Funding guidelines

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- The d'Arbeloff resources are intended primarily for faculty-led initiatives with the understanding that such initiatives may also involve non-faculty participants.
- Grants are available for use from [January 2024 through June 2025](#). Recipients will be required to submit a final report on their project at the end of their funding period, and relevant report details will be made available to the MIT community.
- Grants are typically no more than \$50,000. Larger grants will be considered for special projects as will additional years of funding, but grants will be made on a year-by-year basis. **Some form of cost sharing is strongly encouraged** and looked favorably upon by the selection committee.
- Funding requests may include faculty and TA summer salary, and EB, UROPs, materials and books, and some equipment. Funding is **not** typically approved for overhead, teaching release, conference expenses or travel, graduate student tuition, honoraria, guest travel or lodging, or RA positions. Awards are fund fee exempt.
- The selection committee places a high value on assessment of educational innovations, and a select subset of proposals may be particularly well-suited for rigorous, educational research studies. In these cases, the committee may request

that PIs work with assessment and evaluation experts in the Teaching + Learning Laboratory (TLL) to develop and implement a robust educational research study. TLL offers [resources](#) and [individual consultations](#).

- 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.

## How to apply

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A complete application includes:

1. A **cover sheet** ([form available for download](#)).
2. A **proposal narrative** of 3–6 pages that includes:
  - a. A detailed description of the project including planned activities and a timeline.
  - b. A statement about the educational need your project will address with 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 the number of students served now and in the future.
  - c. Description of resources and staffing needed, 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.
  - d. A description of how you plan to reflect upon the efficacy of your educational innovation and assess your innovation.
  - e. A summary of the outcomes of any previous projects supported by the d’Arbeloff Fund, noting unspent funds from those projects.
  - f. For projects that will take longer than the standard period, please contact [darbeloff-fund@mit.edu](mailto:darbeloff-fund@mit.edu) for more information. Commitments are made on a year-by-year basis.
3. A **project budget** ([template available for download](#)) that includes:
  - a. a breakdown of costs for resources and staffing needed,
  - b. other funding sources such as support from the department or school (the selection committee looks favorably upon projects that utilize cost-sharing), and
  - c. a narrative explaining your project costs.
4. **Letter(s)** from the appropriate department, program, or section head indicating their support, and addressing cost-sharing and plans to sustain the project at the end of the funding period are required. Please contact us with questions.

Submit your complete proposal by **Friday, October 13, 2023** to [darbeloff-fund@mit.edu](mailto:darbeloff-fund@mit.edu). Incomplete proposals will not be accepted.

## For more information

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**Email:** [darbeloff-fund@mit.edu](mailto:darbeloff-fund@mit.edu)

**Visit:** <https://registrar.mit.edu/darbeloff>