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**Instructions:** Complete each box as thoroughly as possible. Be specific about your ideas, how it is informed by prior work of yours/other investigators, student learning outcomes, implementation plan, and how you know your project is on track (formative evaluation), and the impact of your project (summative evaluation). A competitive TUES proposal should include the information summarized in each box.

1. Target Audience (e.g, majors, non-majors, introductory students, advanced students)

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2. If applicable, describe how the project provides students the opportunity to conduct research (either integrated into a course or as a separate/independent research course.

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3. Identify collaborators (e.g., on-campus within department and/or on-campus in another department, or at other institution(s)). Identify the lead institution (can be a two-year institution) and what each partner will contribute to the project.

Budget Note: If the collaboration includes a meaningful partnership between one or more
two-year institutions and college/university the budget can be increased by $50,000.

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4. Provide a short description of proposed project.

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5. Provide additional detail about your project considering such things as: course or courses to be revised or developed; background of students enrolled in course(s); part of major requirements or elective courses taken by students; connection of course(s) to existing courses offered by department; support for proposed project by department (e.g., how does the proposed project support other curriculum development activities going on within department/division/institution); and any special equipment/other resources necessary to support proposed project.

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6. Explain how the proposed project builds upon and takes advantage of existing resources and what the literature tells us about how students learn?

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7. If applicable, identify equipment requested to support the project and provide a justification for selecting the particular piece(s) of equipment. Identify where the equipment will be housed and how the equipment will be maintained and repaired (a letter from an administrator should confirm that the institution will be responsible for costs associated with housing and maintaining the equipment). Describe the need for training in the use of the equipment (for the PI and/or other users). If technician time is needed to maintain the equipment or to assist in sample preparation and analysis, give specific details.

Note: It is appropriate to request equipment in TUES proposals. If the equipment is supporting undergraduate research, request a model that will generate data that can be presented at professional meetings and published in journal articles.

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8. Explain how the project will build or expand a community of users/adapters?

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9. Describe how project findings will be proactively shared within and beyond geosciences community.

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10. Identify the ways the project activities would be sustained beyond the NSF funding period. If the proposed project is a pilot effort, describe how the project would be scaled up to involve a larger audience of users (this could be the basis for a Type II or III TUES project).

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11. Explain how the project will be evaluated, including the identification of an evaluator (from your campus or from another institution/consultant), the specific outcomes to be measured, and the metrics/methodology used to obtain measurements that will inform you about your project while it is taking place (formative evaluation) and the overall impact of your project (summative evaluation).

Note: Formative evaluation data generally are used by the project team to make adjustments to the project while it is still ongoing; summative evaluation findings are shared with the community as a way to demonstrate impact and success of the project.

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12. Describe the expertise of each member of the project team and the role and responsibility of each member of project team (biographical sketches should be included for all individuals identified in the proposal.

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13. Provide a timeline and measurable outcome(s) for each activity identified in the project. Specific details about the implementation of the project are useful and based on evaluation findings, can be adjusted as needed.

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14. Identify all budget needs (e.g., salary, equipment, evaluation consultant, travel, other) and a budget justification for all requested budget categories.

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15. Describe results from prior NSF support, including specific student learning outcomes, evaluation results, and any publications/presentations. Note: Only describe projects that supported educational activities.

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