




WILLIAM & MARY

CHARTERED 1693

OFFICE OF THE PROVOST

TO: All Faculty

FROM: Michael R. Halleran, Provost 

DATE: November 30, 2017

SUBJECT: Creative Adaptation Fund 2018-19 RFP

This memo serves as the RFP for the 2018-19 Creative Adaptation Fund awards. As you will recall, several years ago W&M launched its Creative Adaptation Fund “to engage and unleash the creative energy in the academic areas.” CAF projects should improve the quality of our educational programs. Projects may achieve such improvement either by directly improving programs or by reducing costs or generating new revenues that can then be used for program improvements.

If you are considering submitting a proposal, I encourage you to attend a Faculty Innovation Forum on Tuesday, December 5, 2017 at 2:00 p.m. in Sadler Center, Tidewater B. (Attendance is not required to submit a proposal.) You will hear from colleagues whose proposals have won CAF grants, as well as from the administrators who can answer questions about submitting your proposal.

Through a competitive process and faculty review, we have so far sponsored 21 projects, with awards totaling nearly \$800,000. For the coming round, we have identified another \$150,000 available for awards to support goals of innovation and reinvestment. While proposals on any topic will be considered, priority will be given to those involving eLearning, where much faculty energy is now being generated. For eLearning proposals of less than \$3,000, please apply directly to the Office of eLearning Initiatives at <http://www.wm.edu/offices/apel>.

Individuals who have received awards in the past remain eligible and are encouraged to apply again in this round.

APPLICATIONS: [CLICK HERE](#)

<http://www.wm.edu/about/administration/provost/initiatives/creative-adaptation/index.php>

Proposals: Must include a clear statement of the project and methodology, evaluation of relevant best practices and anticipated outcomes. Also required is a plan for assessing outcomes and impact of project on the curriculum in terms of enhanced quality of education and/or cost savings (which can then be reinvested in the unit's/university's academic priorities). The dean and, where applicable, chair or director must endorse any proposal, and, when a new program or certificate is involved, be prepared to shepherd the program or certificate through any mandated approval process(es).

Budget: Budget may not exceed \$50,000. Items requested may include, but are not limited to, summer salary, course release, software/hardware, research assistants for the projects and assessment protocols.

Submission Deadline: 4:00 p.m. on Wednesday, February 7, 2018

Process and Timeline: A committee of faculty and administrators will review and provide recommendations to the Provost. Leaders of selected projects will be notified of their award by the end of March.