The University of Wisconsin System Administration Office of Learning and Information Technology Services (OLITS) have created an Innovation Initiatives Fund totaling $300,000. Individual awards, up to $20,000 per initiative, will be provided for ideation, prototyping, testing, and piloting of innovative uses of information technology and/or process improvements in support of UW institutional missions.

Awards may be used for projects at individual campuses or used for working collaboratively among campuses. The goal of this program is to generate successful ideas that will be used to help guide future investment of resources in endeavors that will continue to advance the mission of the UW System (UWS) in the areas of teaching, learning, research, and outreach, while improving cost-effective operations.

Maximum project duration will be 120 days.

OLITS seeks to fund innovation projects that address one or both of the following
primary areas:

1. **Learning Technology:** UWS is committed to, and advocates for, the support of the teaching and learning technology environment at the System level. Funding for Academic Systems has traditionally been reactive, and the long-term needs and strategic planning have often been hindered by funding challenges. Proposals in this area should address one or more of the following needs:
* Online education technology initiatives
* Emerging technologies and processes that impact instruction
* Technology-enabled learning spaces
* Faculty and staff development in the use and application of learning technologies
* Centrally-managed technology services
* Data-driven decision making through learning analytics
* Systems for early intervention to increase student success
* Other opportunities to improve student outcomes

1. **UWS Operations:** UWS is committed to the effective use of resources and seeks to use funding to explore a variety of solutions through the prototype or pilot phase to support increased employee productivity and/or reduce operational costs. Proposals in this area should address one or more of the following needs:
	* Cost-effective technology solutions to implement within UWS that will improve operations (e.g., “Continuity of Operations and Disaster Recovery” service, cloud services, document management system, digital media management).
	* Strategies/methods/approaches to improve employee efficiency through the use of technology (e.g., create mobile applications, streamline and automate processes, procedures, and workflows, consolidate services, implement new office computing equipment).

Proposals that address one or more of the following areas of emphasis will be given priority:

* Predictive Analytics
* Student Centric Ecosystem
* Administrative Efficiencies
* Information Technology Security
* Lower UWS Costs Through Innovation

Deadlines:

* Applications are due by August 17, 2015
* Applicants will be notified of the status of their project funding by September 7, 2015.
* Project Report #1 due November 9, 2015
* Project Report #2 due December 9, 2015
* Final Project Report and presentation due January 18, 2016

Dissemination of the project findings through OLITS Councils is expected and will be essential to facilitating system wide information sharing.

### Submit completed applications via email to Diana Trendt (dtrendt@uwsa.edu) by August 17, 2015.

**Instructions**

1. Complete this application 2. Send a copy of the completed application to your campus CIO
for signature. 3. Send completed and signed application (in MS Word or PDF format) **by
August 17, 2015** to Diana Trendt (dtrendt@uwsa.edu)

|  |  |
| --- | --- |
| Project Title: |  |
| Project Leader: |  |
| Project Leader Email: |  |
| Project Leader Phone: |  |
| Campus Affiliation: |  |
| Other Project Team Members:Include email, phone, and campus affiliation for each. |  |
| Campus Budget Contact:(name, email, phone) |  |
|  |
| Project Plan:In order to evaluate proposals in a fair and equitable manner, please write your plan (5 pages maximum) according to the following guidelines: |
| 1. Provide a brief statement of the problem, challenge or issue you would like to address with the innovation funding. Explain how it supports the achievement of either the Learning Technology and/or UWS Operations objectives.
2. Describe how you could have direct influence over the outcome of the project (for example, do you currently serve in a role which has direct influence over the type of work defined in your proposal?).
3. Describe the methodology you will use to manage the project and the results you expect to achieve upon completion of the project
4. Provide details of the task structure of the proposed project (who will be involved, and what their work duties will be, tasks and milestones as well as start and end date for the project)
5. Define the budget amount (in dollars) needed to complete the work you are proposing (budget details to be provided in the “Proposed Budget” area below).
6. Describe and define the potential beneficial impact(s) of the project on UW students, instructors, campuses/institutions, and UW System.
7. Define how you measure the success of the project and how your project can be sustained beyond the end of the initial project.
8. Describe or enumerate potential risks or barriers to the project.
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| --- |
| **Project Timeline:**(Not to exceed 120 days from approval. Status updates to be provided at 60, 90, and 120 days.) |
|  |
| *Be* ***SMART*** *about the Project Plan and Project Timeline.* |
|  ***S****pecific:* | *Your objectives must be clear so that if someone reads them, s/he can interpret them* |
|  ***M****easurable:* | *Is the objective measurable?* |
|  ***A****chievable:* | *Is the project objective reasonably achievable?* |
|  ***R****ealistic:* | *Are the available resources sufficient to achieve the objective(s)?* |
|  ***T****ime-Specific:* | *Specify when an objective will be attained (date/timeline). If possible, align project ‘milestones’ to the 60 and 90 day reporting requirement.* |
|  |

### Proposed Budget:

|  |  |  |
| --- | --- | --- |
| **Item Description** *(person or item)* | **“Hours and Rate” (if labor) or “Purchase Cost”(if non-labor)** | **Line Total** |
| 1 |  |  | $ |
| 2 |  |  | $ |
| 3 |  |  | $ |
| 4 |  |  | $ |
| 5 |  |  | $ |
| 6 |  |  | $ |
| 7 | (add lines as necessary) |  | $ |
|  |  | **Total Request:** | $ |
| 1 | Matching Funds (Source: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |  | $ |
|  | (add lines as necessary) |  | $ |
|  |  | **Total Matching funds:** | $ |

**Signed and Reviewed by Campus CIO (**[**https://www.wisconsin.edu/systemwide-it/councils/cio/members/**](https://www.wisconsin.edu/systemwide-it/councils/cio/members/)**) :**

**Print Name Signature**

***The campus CIO is responsible for ensuring a copy of the signed RFP is sent to their campus Provost’s office.***

### Submit project applications by August 17, 2015 to Diana Trendt (dtrendt@uwsa.edu).