The Vice Provost for Undergraduate Education is pleased to announce the opening of the application process for the 2013 Hoagland Award Fund for Innovations in Undergraduate Teaching. This Fund debuted in 2007 as a new source of support for pedagogical excellence and innovation in undergraduate teaching. Proposals will be due *April 30, 2013*.

**Description of the Program:**
Stanford joined long-time and dedicated alumni Laurie (’58) and Gay (’59) Hoagland in redesignating the Hoagland Prize as the *Hoagland Award Fund for Innovations in Undergraduate Teaching*. Reflecting the Hoaglands’ desire to contribute to enhanced student learning and energizing teaching experiences for faculty, the Award Fund addresses an urgent and felt need of the faculty for a source of funds specifically earmarked for pedagogical innovation. Innovative teaching approaches may be embodied in an entirely new course or set of courses, the major redesign of an existing course or courses, or a project to reexamine or rethink aspects of a curriculum with an emphasis on reconsidered pedagogy and new learning materials. The proposed project may involve one faculty member or a team, though preference will be given to projects likely to have greater impact either because of the number of faculty/departments/programs involved, the depth or breadth of student engagement, or the likelihood that the project will be a model for other Stanford courses. The two winning proposals in 2012, for example, involved multi-department teams in the development and assessment of web- and mobile-device-based learning activities in several science and engineering courses.

We anticipate funding three to four projects at the $20,000–$30,000 range each year; however, in the case of particularly ambitious and promising projects, funding up to a maximum of $50,000 per year, and for periods of up to three years, will be considered.

**Award Applications**
Applications should include:

- A description of the student learning goals to be addressed or teaching challenges to be solved.
- A rationale for the project design and a description of what a successful outcome might look like, including how that might be measured or recognized.
- Thoughts on whether this project might have implications for other courses and, if so, how to share those efforts.
- A budget, including—if relevant—any faculty, TA, or staff compensation as well as equipment costs (see important information and restrictions on equipment and compensation at the end of this document).
- A review of literature relevant to the project is not required but, depending on the nature of the proposal, may strengthen the application.
- A letter from your department/program chair indicating that your proposal has the support of your department or program and that the department/program’s finance manager has reviewed the budget for accuracy. Grant applications must include a financial contact within the proposer's department or program who can provide budgetary oversight should the grant be awarded. Appropriate contacts should already have authority over the relevant organizational code.
Selection
A subcommittee of the Undergraduate Advisory Council, a group of fourteen faculty who advise the Vice Provost for Undergraduate Education, will recommend the successful proposals, applying the following criteria:

- Explicitly identified student learning goals or teaching challenges that prompted the proposal, together with a rationale for why the proposed project will effectively address those goals or challenges.
- The promise of sustained impact.
- The likelihood that the project will contribute to better undergraduate educational practice at Stanford (specifically targeted prize funds could be used to assist in dissemination efforts), evidence of substantial faculty commitment, and of applicants’ previous dedication to Stanford’s undergraduate mission. Projects that involve more than one faculty member or faculty members across departments/disciplines/Schools are particularly encouraged.

Reporting
A brief (2-3 pages) annual report—outlining progress to date, results or products, and remaining budget projection—will be due on June 30, 2014 (unless an alternative date has been arranged). Multi-year proposals will submit this report in each year of the grant. Where your project results in student work products or other artifacts (e.g. posters, research papers, photos), part of the grant reporting expectation is that you will provide samples with VPUE for our records and sharing on the web.

Applications
Applications should be submitted electronically to Michele Marincovich, Ph.D., Associate Vice Provost for Undergraduate Education and Director of the Center for Teaching and Learning (CTL), at marin@stanford.edu by April 30, 2013. Sample grants can be viewed at: http://www.stanford.edu/dept/undergrad/cgi-bin/drupal/grants#6. Please note that winning submissions may be used as examples for future prospective applicants on the VPUE website (with budget figures redacted) unless you explicitly request otherwise. Michele and her staff at CTL are also available to share their expertise in any phase of this project; please consult with them freely.

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Important information impacting equipment and compensation requests

Equipment Eligibility:
Modest equipment incidental to the project will be considered but lab equipment or computers are not a target of this initiative. Equipment expenses are carefully reviewed and require substantial cost-sharing with the department.

Compensation:
In compelling circumstances, faculty can request up to 1/9th salary (and should include applicable staff benefits) and up to a 50% TA for one quarter (any tuition remission costs should be indicated). Requests for supplemental faculty salary should ideally be approved by the school dean's office prior to submitting a proposal in order to streamline compensation. The department is responsible for initiating these requests. (Department chair or program director approval for compensation is assumed to be covered by the letter of general support for the proposal.) Staff compensation must be pre-approved by the relevant Human Resources Manager. Lecturers should have an ongoing appointment through the term of the proposal. Where lecturer appointments would normally lapse (e.g. over the summer), the department or program will be responsible for arranging a bridging appointment. VPUE will coordinate approval from the provost, so prior coordination with the provost's office is not required for the application.