

## THE TEAGLE FOUNDATION

### REQUEST FOR PROPOSALS

#### TEAGLE “FRESH THINKING” WORKING GROUPS

*The Teagle Foundation is prepared to commit up to \$500,000 over the next two years for inter-institutional working groups on projects that can generate new ideas and approaches likely to increase student engagement and learning in the liberal arts and sciences. The grants, each typically up to \$75,000, continue Teagle’s pattern of support for collaborative working groups (most recently the “Big Questions” grants made in May 2006).*

#### BACKGROUND

The Teagle Foundation’s primary goal is to increase undergraduate engagement and learning in the liberal arts and sciences. The Foundation’s website, [www.teaglefoundation.org](http://www.teaglefoundation.org), sets forth the Foundation’s philosophy and approach, and describes its two principal grant programs, “Outcomes and Assessment” and “Fresh Thinking.” In each area we put special emphasis on collaborative work among institutions in higher education, and on the development and application of new knowledge about student engagement and learning.

#### STRUCTURE AND PROCESS

##### Goals:

1. To develop and test better means of increasing student engagement and learning in the liberal arts and sciences.
2. To disseminate widely the knowledge gained by these working groups and encourage its utilization.
3. To develop closer links among institutions in higher education, including liberal arts colleges.

**Eligibility:** In addition to private colleges and universities, consortia, regional and national associations, theological schools and seminaries, and research centers, other similar organizations in higher education are eligible to apply, provided they can demonstrate a strong commitment to liberal education at the undergraduate level. Although proposals restricted to a single college or university will not be accepted, collaboration among several institutions—whether they are working together on an ad hoc basis or are as part of a formal consortium—will be funded through a grant to a lead institution. We encourage the inclusion of undergraduate liberal arts colleges in such collaboratives. Since only one proposal will be accepted from any institution, we encourage you to work with your Corporate and Foundation Relations office as you develop your proposal. Institutions that are currently leading a Teagle Working Group are not eligible to apply in this round.

**Means:** The Foundation is open to a wide range of topics and methods provided they contribute to knowledge about student engagement and learning. While a research component is an important part of a successful proposal, the knowledge gained should be applied and tested in later stages of the project (generally in the classroom, although proposals may make the case for other venues). The Guides produced in the project should provide practical guidance, should be

presented in succinct and clear terms, and should be designed in such a way that they are useful to other colleges and universities. Subjects explored by previously funded Teagle Working Groups will not receive funding. Descriptions of these Teagle Working Groups can be found at <http://www.teaglefoundation.org/grantmaking/grantees.aspx#forums>.

**Results:** In addition to the practical results of the project that will be visible in the teaching and learning practices of participating campuses, each of these projects should produce a “Guide” (or “White Paper”). A “Guide” will typically be 15 – 20 pages in length, and will describe the background of the project, state clearly what new knowledge has been gained, and translate that knowledge into specific steps (“Best Practices” that can be applied on a wide range of campuses). A bibliography and set of links to appropriate websites will also be helpful.

Payments to well-qualified professional writers are an appropriate item for inclusion in the grant budget.

Note that these Guides will differ significantly from—and will be in addition to—the usual narrative and financial reports (described below).

**Dissemination:** After careful review by the Foundation’s staff, these Guides will be posted on the Foundation’s website. Plans for additional dissemination should also be outlined in the proposal. These might include events on the participating campuses, conferences, presentations at meetings of associations and consortia, publications in journals of higher education, op ed pieces, etc.

**Evaluation:** The Foundation will work closely with grant recipients to develop good ways of assessing the effectiveness of programs developed under this grant. We expect, however, that recipients will define at the outset a baseline that can be used to measure results at a later stage and will include in its final proposal a clear statement of the criteria deemed appropriate for judging the success of the project.

## **HYPOTHETICAL EXAMPLE**

The president of a college finds that survey data indicate a large difference in perception or attitude between faculty and students on an issue affecting student engagement and learning on her campus. A faculty committee charged with looking into the matter concludes that the issue is not restricted to one campus and can best be studied by sharing data, ideas, and approaches with other institutions. Funding from the Teagle Foundation makes possible the establishment of a Working Group of fifteen faculty and administrators from four colleges and universities in the area. Through face to face and virtual meetings, additional data collection and analysis, consultation with outside specialists, and visits to other campuses, the Working Group develops several alternative approaches to the problem. In the second year of the grant these approaches are tried out on the participating campuses, and systematically evaluated. The "Guide" that reports on the project provides a succinct summary of background issues (research and theoretical issues), describes the projects, analyzes their relative success, lists a half dozen "Best Practices" that emerge from the work, and provides a select bibliography and website links to help others interested in the issue. As a result, several of the participating campuses make changes along the recommended lines. This in turn catches attention on InsideHigherEd.com and the *Chronicle of Higher Education* whose reporting of the project encourages changes at a wider circle of institutions.

## APPLICATION PROCEDURE

**Preliminary approach:** An e-mail of not more than 300 words should be sent before Monday, October 16, 2006 to [proposals@teaglefoundation.org](mailto:proposals@teaglefoundation.org). The preliminary e-mail should:

- state the subject matter and general approach;
- list the institutions that are likely to collaborate on the project;
- provide a brief description of methods and activities to be used in the project;
- comment briefly on the generalizability and significance of the anticipated results.

If this brief sketch of the project is of interest, the Foundation will invite a more detailed final proposal.

**Final Proposal:** The final proposal should be e-mailed to [proposals@teaglefoundation.org](mailto:proposals@teaglefoundation.org). In addition, a hard copy original plus two additional copies should be sent to the address given at the end of this RFP. Proposals must include:

- A 3-4 page narrative defining the topic to be studied, explaining its relevance to the applying institutions, and importance to liberal education. The proposal should make clear how the Working Group will add to the knowledge base for strengthening liberal education, and describe its basic methods and work plan.
- The proposal should indicate as specifically as possible what criteria would be appropriate for judging the success of the project.
- A cover page which includes:
  - The title of the project.
  - A one-paragraph abstract of the project, suitable for posting on the Foundation's website.
  - The expected start and completion dates for the project. Projects should not exceed 30 months in length.
  - The requested grant amount, the funds contributed by collaborating institutions (if applicable), and the total cost of the project.
  - The contact information of the person in charge of the project.
  - List of working group members with title and affiliation for each.
- The c.v. of the person in charge of the project (preferably no more than 5 pages).
- A letter of endorsement from the president or chief academic officer of the all participating institutions.
- A brief budget as described below.

**Budget:** We expect to make grants of \$75,000 payable over thirty months, but will in exceptional cases make grants of up to \$100,000. The grant will normally be paid in two installments: an initial payment of two thirds of total funding at the time the grant is awarded, and a second payment of the remaining funds on receipt of satisfactory interim reports.

The budget should be based on July 1 – June 30 operating years, and should model, to the extent possible, the attached sample budget.

The grant may be used for all direct, but no indirect, costs of the program. Appropriate expenses include travel expenses, office and research materials and assistance, meals for working dinners or similar occasions, reasonable honoraria or fees for visiting experts or consultants etc. A modest charge may be included for release time of the person or persons in charge of the project and support staff.

Institutional cost sharing should be shown whenever possible.

#### **REPORTS:**

- Two interim narrative and two interim budget reports (see the schedule below).
- A final financial report following the format of the initial budget described above.
- A final narrative report describing how the Working Group functioned and what has been learned about collaboration and institutional organization from it.
- A “Guide” as describe above. Publishable texts must be submitted to the Foundation by September 1, 2009. The Foundation will hold the copyright to these texts and intends to make them widely available over its website and perhaps through publication in book or journal form. Permission will regularly be granted to authors, however, to publish the text in any additional place they choose on whatever terms they negotiate with other publishers.
- “Guides” should be accompanied by a statement about what the participating institutions plans to do to disseminate the Guide and suggestions to the Teagle Foundation about its wider dissemination.

#### **TIMELINE**

October 16, 2006:	Last date for preliminary e-mail contact
Late November 2006:	Notification of eligibility to submit final proposal
January 12, 2007:	Final proposals due
Late February 2007:	Teagle Board action; Award letters to successful applicants
August 31, 2007:	2-page interim narrative and 1-page financial reports due
August 30, 2008:	2-page interim narrative and 1-page financial reports due
August 29, 2009:	Final date for submission of publishable texts of White Papers and final reports

**WHERE TO SEND FINAL PROPOSALS**

Hard copies of final proposals should be submitted to:

The Teagle Foundation  
10 Rockefeller Plaza, Room 920  
New York, NY 10020-1903

**SAMPLE BUDGET**

*\*\*Teagle Funds may only be used for direct costs.*

<b>Item</b>	<b>Request from Teagle Foundation</b>	<b>Institution 1 cost sharing</b>	<b>Institution 2 cost sharing</b>	<b>Total (per line item)</b>
<b>2006 - 2007</b>				
Describe item and state how the cost was calculated.				
<i>Subtotal (2006 – 2007)</i>				
<b>2007 - 2008</b>				
<i>Subtotal (2007 – 2008)</i>				
<b>2008 - 2009</b>				
<i>Subtotal (2008 – 2009)</i>				
<b>Total (2006 – 2009)</b>				