

Faculty Innovative Instructional Technology (FIIT) Mini-Grant Program Information

OVERVIEW

The Office of Research and Grants and CEITL & DE invite eligible participants to submit a proposal to the Faculty Innovative Instructional Technology Mini-Grant program. This competitive program seeks to encourage the innovative use of technology in undergraduate and graduate classrooms to support student learning outcomes, including those associated with experiential learning and high-impact practices. Proposals will be evaluated by the members of the Faculty Innovative Instructional Technology Committee based on how the infusion of this technology in the classroom will be used to improve student learning outcomes. Examples of instructional technology innovations include, but are not limited to, virtual reality, artificial intelligence and machine learning, cloud computing, social media, and biometrics. The proposal narrative should be clear and cogent, detailed yet intelligible for the broad group of scholars who preside on the committee. Grant funding up to \$5,000 per award is available. We anticipated funding 2 applications in AY2025-26.

The program operates according to the following guidelines:

- Instructional technology associated with funded applications is expected to be incorporated into the classroom within two semesters of when the award notification is received. Proposals that serve as a part of a longer-term endeavor must be clearly indicated in the application process.
- Instructional technologies can be incorporated into either in-person and/or online courses.
- Applications must address how impacts on student learning outcomes will be measured (e.g. surveys, statistical methods, other assessment tools, etc.).
- Applications requesting funding for faculty development, stipends, or travel will not be considered.
- Instructional technology duplicating the functionality of existing technology at the college will not be funded.
- Faculty may not apply for a grant more than once using the same instructional technology.
- Recipients will be required to provide a written post-grant report and must commit to sharing their experience (results and assessment) with faculty colleagues at a workshop.
- Applications submitted after the prescribed deadline will be deemed ineligible.

ELIGIBILITY

- All faculty are eligible to apply including tenured and tenure-track faculty, Instructors, Senior Instructors, and ongoing Adjunct faculty*.

*Adjunct faculty must include a letter of support from their Department Chairs indicating they will continue to serve in that capacity during AY2026-27.

Proposal Review Criteria

1. **Overall Project Quality:** The proposal clearly identifies specific innovative instructional technologies and the rationale for incorporating it into the classroom or online.
2. **Innovation:** Preference will be given to proposals that incorporate emerging instructional technologies into the classroom or online that clearly support student learning outcomes, including those associated with experiential learning, high-impact

practices, or provide students with knowledge and skills that can directly enhance students' career trajectory, such as those associated with digital literacy.

3. **Learning Outcomes & Pedagogy:** Proposals should clearly describe how the innovative technology will result in an enhanced learning experience in the classroom or online. Proposals that impact and improve student learning outcomes and align to specific programmatic or general education outcomes are favored.
4. **Budget:** A successful application must include a budget outline.
5. **Feasibility:** The applicant should present an argument that supports the likelihood that the innovative technology can be realistically incorporated into the classroom within two semesters of when the award is received. A project timeline should be included with the proposal.
6. **Assessment:** Successful project proposals will include a plan for how the effectiveness of the implementation of the innovative technology will be assessed. Furthermore, the assessment should be clearly linked to the learning objectives for which the proposal is developed.

Proposal Format

Name:

Proposal Title:

Email address:

Rank/Position:

Department:

Course(s) in which technology will be incorporated:

Proposal Narrative containing a general description addressing the following items:

1. Provide a description of the proposed innovative technology and how you envision using it in the classroom or online. (300 words or fewer)
2. How will the incorporation of this technology enhance teaching and the student learning experience in the classroom or online? What specific student learning outcomes do you anticipate will be impacted? (300 words or fewer)
3. How will you assess or evaluate the effectiveness of the innovative technology? Please be specific in describing your assessment approach, how data will be collected, and your anticipated measures. (300 words or fewer)
4. Provide a timeline by which the technology will be incorporated into the classroom and student learning outcomes assessed. (300 words or fewer)

5. Budget (maximum \$5,000). In table format, identify all estimated costs and provide a brief justification for each item.
6. For proposals involving IT or software, written approval from April Evans (aevans2@citadel.edu) in ITS is required.

Completed applications should be sent as attachments in an email to Jessica Higdon, Assistant Provost for Teaching and Learning (jhigdon@citadel.edu) before 5pm Monday, March 16, 2026.