**Request for Proposals to Develop and Team-Teach an**

**Interdisciplinary Environmental Course**

The Tufts Institute of the Environment (TIE) is an interdisciplinary university-wide institute that initiates, facilitates, and promotes environmental education, research, and outreach. As part of our educational mission to support environmental teaching at Tufts, TIE is pleased to announce the following funding opportunity and invite proposals from Tufts’ instructors.

This grant program seeks to encourage creative interdisciplinary collaborations to develop and teach an interdisciplinary environmental course. Courses should be targeted to a wide range of graduate and/or undergraduate students. It is expected that the course will be offered for the first time during 2014 fall or 2015 spring semester. Questions can be directed to Theresa Silver at TIE, at Theresa.silver@tufts.edu or (617) 627-3645.

**Eligibility.** Lead faculty member must be a Tufts employee. Proposals including graduate students as co-instructors are acceptable. Alumni of the Tufts Environmental Literacy Institute (TELI) are especially encouraged to apply.

**Deadline:** Oct. 30th 2013

**Funding:** Up to $15,000

Funds may be used for course development, summer salary, TA salary and direct course expenses. Other expenses will be considered. Department/Program support or matching funds are strongly encouraged. Funds MUST be transferred in FY14, preferably into a roll-over research account for the awarded faculty member.

Expenditures for faculty salaries (either summer or academic year) and/or course release time are permitted according to school policies and appropriate approval for each collaborator. The proposal review committee maintains the right to veto any budget it deems unallowable.

Application should include the following sections and be submitted on the form provided at <http://environment.tufts.edu/education/course-development-rfp/> (not to exceed 4 pages):

* Title
* Faculty names and roles in the course
* Brief course description
* Intended audience and level
* Innovative features
* Anticipated technological needs
* Proposed semester the course will be first offered
* Plan for continuation beyond 2014/ 2015 and incorporation into Departmental or School curriculum.
* Budget, including stipends and anticipated course expenses

In addition please submit the following as one PDF document:

* One page biosketch of teaching experience and interest for each applicant
* Tentative syllabus and statement of course goals
* Letter of support from Chair or Program

**Criteria for Selection**

A peer-review process will evaluate proposals for teaching innovation, for interdisciplinary content and for the ability to strengthen environmental curriculum at Tufts. Other criteria include:

* Clarity of goals and statement of need
* Feasibility of timeline
* Appropriateness of budget allocations
* Feasibility of incorporating the course into Environmental Studies or other Tufts curricula
* Use of evaluation methods for assessing outcome and impact, where relevant

**Reporting requirements**

By June 1, 2015, the grant recipients must provide to the TIE a brief summary report of no longer than two single-spaced pages accompanied by course curriculum (online accepted).

The summary report should describe:

* the work that was accomplished;
* the outcomes/impact of the course development funds;
* an update on plans for ongoing collaboration beyond the funded project;
* a final accounting of budget expenses; and
* student feedback and course evaluations

If applicable, describe any significant deviations from or extensions to the project described in the original proposal.

**Submissions should be emailed to** **Theresa.Silver@tufts.edu** **by 11:59 am on October 30th 2014.**