



Team-Based
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TBL Research Grants ~ Call for Proposals

PURPOSE

The TBLC supports and encourages research and scholarship in TBL. To help its members participate in opportunities that provide educational scholarship, the TBLC will provide funding to initiate new educational research or evaluation proposals in 2018-2019. Project budgets of \$2,000-\$5,000 may be requested, with single institution projects to be awarded at low end, and collaborative multi-institution projects at the high end. The TBLC seeks to promote collaborative projects across institutions, and seeks to stimulate the development of a community of educational scholars. Project proposals must be consistent with published criteria for educational scholarship and provide additional opportunities for others to build upon this work.

ELIGIBILITY

TBLC members from all TBLC member institutions are eligible to submit a proposal. Applicants may submit only one proposal. Applicants must have been a TBLC member for at least the past 2 years prior to the time of application. Previously successful applicants are not eligible to apply.

TIMELINE

Application Deadline: December 1, 2017

Announcement of Awards: March, 2018 (at the Annual TBLC Meeting in San Diego, CA)

Upon completion of the project the Principal Investigator or nominee is required to present the project results at an annual meeting of the TBLC within 2 years of successful grant announcement. All publications, presentations and/or products resulting from this project must acknowledge the TBLC as a sponsor of the work.

BUDGET

Allowed Expenses: Administrative, technical, or statistical support to carry out project
Research supplies & expenses (*e.g.*, survey instruments, duplication, mailings)
Communication between participants (*e.g.*, web/phone conference)
Travel required to conduct the study

Not Allowed: Faculty salaries and benefits
Travel to attend the TBLC or other meeting to present project results
Indirect costs (Facilities & Administration including all institutional overheads)

QUESTIONS

All inquiries and communications should be addressed to the TBLC Scholarship Committee Chair at support@tblcadmin.org.

<http://www.teambasedlearning.org>



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TBL Research Grants ~ Submission Instructions

Applications must be submitted electronically as a single PDF document by 5:00 pm Eastern USA time on Tuesday, December 1, 2017 to support@tblcadmin.org

Cover page must include:

- a. Name of applicant(s) and affiliated TBLC school(s)
- b. Project title
- c. Contact information for project leader (mailing address, telephone, fax, e-mail)
- d. Institutional grant/development officer to whom payment will be made (name, title, address, phone, fax and e-mail).

Proposal must be typed with 12 point font, 1 inch (2.5 cm) margins, and **should not exceed 5 single spaced typed pages** including all text, tables, and figures. Include the following subheadings:

- a. Statement of the Problem/Background
- b. Review of Pertinent Literature
- c. Methods (e.g. Design, Setting, Sample, Instruments, Data Analysis, Ethics etc)
- d. Anticipated Outcomes (e.g., educational impact, learning outcomes)
- e. Plan for Dissemination of Project Outcomes (regionally, nationally, and/or internationally). This should include a statement of your intent to present your work at the annual TBLC meeting within 2 years of the award start date.
- f. Project Timeline (not to exceed 12 months, start date due by August 1, 2018)
- g. Budget, including itemized costs
- h. Budget justification

Additional information (not included in the 5 page limit):

- a. Biographical sketches of key personnel (required, max 2 pages each). Please include relevant education, training & experience, skills and/or list durable educational materials/publications that demonstrate knowledge/skill relevant to the proposed study; list any other education grant support.
- b. References/Literature Cited (required, max 1 page).
- c. Optional letters of support from any key participants or institutional support personnel, stating their commitment to the project.

If the proposed research will involve human subjects, a letter of approval from the host Institutional Review Board or Human Research Ethics Committee stating that the project is approved or that approval was not necessary will be required prior to funding of an approved proposal.

PROGRESS AND FINAL REPORTS

Commencement of the project should be no later than August 1, 2018 and completion is expected within 12 months. The project director will be required to submit two progress reports. An interim report will be due 6 months after the project start date, indicating progress to date, obstacles and solutions, preliminary results, etc. A final report will be due within 60 days of project completion (12 month limit), including a final progress report of findings and dissemination activities, copies of materials developed, and final budget report.