Spatial Communities of Practice (Spatial CoP) Grant Program: Call for Proposals

**Background:**
Since the 1990s, University of Redlands faculty, students, staff, and administrators have found creative and exciting ways to use spatial thinking in anthropology, biology, business, chemistry, economics, environmental studies, gender studies, history, government, religious studies, and sociology. These uses have created tangible benefits for the University, such as contributions to papers and other publications, and support for instruction, faculty research, sponsored projects, MS GIS student research, undergraduate student research, and university operations.

Increasing use of spatial technologies on campus has led to a groundswell of demand for support services from spatial administrators, staff, and faculty. To address increasing demands for spatial support resources and to move the University to a higher level of excellence in spatial instruction, research, and service, the Center for Spatial Studies (CSS) was opened on July 1, 2014. The vision of the CSS is to be a highly visible, responsive, efficient, and capable support service that empowers faculty and students to integrate spatial thinking in their academic, personal, and professional lives; fosters cutting-edge spatial research and scholarship; enhances the academic reputation of the University of Redlands; and helps create a better world through meaningful community service.

One strategy to be employed by the CSS in realizing this vision is to foster development of spatial communities of practice that will (1) validate existing spatial “rhizomes” at the University of Redlands; (2) leverage expertise held by its faculty, students, administrators, and staff; (3) provide organizational structures that could attract grant funding and students to the University; and (4) encourage creation of new spatial courses, curriculum, and practices throughout the University. This strategy will be carried out through the Spatial Communities of Practice (Spatial CoP) Program.

**The Spatial CoP Program:**
The Spatial CoP Program provides support for teams of three or more faculty, administrators, and staff at the University of Redlands to form communities of practice that approach spatial endeavors with similar methodologies and technologies. Funded by a gift from Jack Dangermond, the goal of the Spatial CoP Program is to leverage existing spatial expertise among faculty at the University of Redlands to build additional spatial capacity, create opportunities for shared use of spatial resources, and move spatial instruction, research, and outreach into new areas of endeavor.

**Spatial CoP Grants provide:**
- Funding of **up to** $25,000 to facilitate and support development of a community of practice
- Consultations, curricular, and technical support from the Center for Spatial Studies (CSS)
- Grant writing support from the Director of Spatial Studies and the Director of Sponsored Programs and Grants Administration.

**Term of a Spatial CoP grant:**
- 1-2 years
Spatial Communities of Practice Request for Proposals Final Version: 2-03-2015

Spatial CoP Grant Recipients will:
• Commit to dedicating time to work on their project during its scheduled time frame
• Take advantage of consultations with the CSS, Esri, and other collaborators
• Share their reflections on their experience and Spatial CoP grant outcomes with the broader University community (through a Faculty Forum, the CSS website, social media, GIS Day, and in publications such as the Och Tamale, for example) and in venues for external outreach (such as a professional disciplinary conference and/or an Esri conference, as appropriate)
• Provide a personal evaluation and self-assessment of their Spatial CoP grant at its conclusion

Spatial CoP Examples:
All Spatial CoP proposals that advance the University of Redlands’ endeavor to excel as a spatially infused learning community will be considered. Examples of spatial communities of practice include:
• Using spatial field data collection, mapping, and analysis for inquiry-based instruction in the sciences and humanities
• Involving students in creating spatial narratives with Esri story maps
• Deploying unmanned aerial vehicles (UAVs) in student research projects
• Helping students conduct spatial research on historical and/or ancient topics
• Conducting geodesign instruction across disciplines at the University of Redlands
• Integrating service learning into spatial instruction at the University of Redlands through geodesign projects
• Bringing big data into the classroom

Sustainability:
Each Spatial CoP should be sustainable after the cessation of grant funding. Examples of sustainable Spatial CoPs include:
• Creating or revitalizing a Spatial Minor course that would be taught on a recurring basis
• Using grant funds as seed money for creating a spatially-oriented institute that would be self-sustaining through grants and/or contracts
• Using grant funds as seed money to plan a new graduate or undergraduate degree program in spatial studies

Eligibility:
Spatial CoP teams must have three members. Two of the members must be full-time faculty (tenured, tenure-track, or contract) in the College of Arts and Sciences, the School of Business, or the School of Education at the University of Redlands. Full-time University administrators and staff may also participate as Spatial CoP team members. Students may participate as interns.

Use of Grant Funds:
The Spatial CoP grants provide seed money for building sustainable communities of practice. Accordingly, the grants should be used to build the foundation of a sustainable entity. The funds can be used to cover reimbursement of project-related expenses (conference registrations, data, equipment purchases, grant development, software, student internships, summer salaries, supplies and materials, training, travel); and/or the full or partial expenses of a course release (covering the hiring of an adjunct); and/or supplemental (taxable) income. Ten percent (20%) of grant funds dispersed as supplemental pay will go towards benefits, and the balance will arrive as part of the recipient’s regular (taxed) paycheck.
If team members choose to request one or more course releases, the funds to cover the releases will be made available to the affected departments for the requested semester. The Spatial CoP proposal must include a brief note from the Chairs of the affected departments and the Dean stating their awareness of the release and support for the team’s proposal.

If one or more team members choose to have all or part of the grant disbursed as supplemental pay, the funds will be paid in two installments: half at the start time, and the remainder upon completion of the grant period. Further questions about grant money should be directed to Bob Baird, Director of Sponsored Programs and Grants Administration (x-8371 or bob_baird@redlands.edu).

Number of Awards:
The Spatial CoP program will award $100,000 in grants during 2015 and 2016 (approximately $50,000 each year). At least two awards will be made in each year. The total number of awards will depend on the negotiated budget for each award.

Deadlines (2015):
- Consultation with Steven Moore: February 23, 2015
- Full proposals due: March 9, 2015
- Proposal reviews completed: April 13, 2015
- Applicants notified and successful proposals awarded: May 1, 2015

How to apply:
Step 1: Schedule an appointment with Steven Moore, Director of Spatial Studies, to discuss your Spatial CoP ideas. Dr. Moore may be reached via e-mail at steven_moore@redlands.edu or by telephone at extension 8687. The goal of this consultation will be to provide supportive feedback on CoP ideas, including how best to formulate the proposal to maximize its likelihood of getting funded. Topics to be covered include the potential the Spatial CoP’s possible scope and size, its timeline, likelihood of sustainability, and budget.

Step 2: Revise your Spatial CoP proposal based on feedback generated from the initial meeting and, optionally, submit it for review by Dr. Moore. He will advise on whether the CoP fits within the goals of Spatial CoP Grant Program and how the proposal might be revised to provide a better fit. Budget recommendations will also be made.

Step 3: Prepare the Spatial CoP proposal as a Word document or PDF. Send it as an email attachment to Steven Moore prior to the application deadline. Limit the entire document to six pages and include the following sections:

1) Title and summary of the proposed Spatial CoP:
   a. Succinct title of the Spatial CoP
   b. Summary of the goals of the Spatial CoP (200 words or less)

2) Description of the proposed Spatial CoP:
   a. The instructional, research, and/or service goals of the proposed community of practice
      i. How prior research and experience has prepared the team to propose a Spatial CoP at this time
      ii. The need for the proposed Spatial CoP at the University of Redlands
      iii. Spatial questions to be addressed by the Spatial CoP


3
iv. How the Spatial CoP will enhance the visibility of the University and impact instruction, research, community service, and outreach
b. Spatial qualifications and role of each member of the Spatial CoP team
c. Management structure of the Spatial CoP (team leader; departmental affiliation[s]; and where, when, and how the team will meet)
d. How students will be involved in the Spatial CoP
   i. What they will do
   ii. How they will be compensated (e.g., course credit, internship)
   iii. How their involvement will be managed
e. Resources needed for the Spatial CoP
   i. Equipment
   ii. Data
   iii. Physical space
   iv. Administrative support
   v. Supplies

3) How the Spatial CoP will be sustained beyond funding by this program:
   a. Description of how the Spatial CoP will be institutionalized at the University of Redlands
   b. Plans for grant applications and other forms of fund development
   c. Courses to be developed and sustained
   d. Instructional curriculum to be created and implemented

4) Metrics for evaluating the success of the Spatial CoP:
   a. Impact on students, courses, and curriculum
   b. Publications
   c. Presentations
   d. Grants

5) Timeline for implementing the proposed Spatial CoP, including milestones for key accomplishments

6) Budget for the proposed Spatial CoP, up to $25,000. Use the following budget template:

<table>
<thead>
<tr>
<th>Category</th>
<th>Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference registrations</td>
<td>$0</td>
</tr>
<tr>
<td>Data</td>
<td>$0</td>
</tr>
<tr>
<td>Equipment</td>
<td>$0</td>
</tr>
<tr>
<td>Software</td>
<td>$0</td>
</tr>
<tr>
<td>Student internships</td>
<td>$0</td>
</tr>
<tr>
<td>Summer salaries</td>
<td>$0</td>
</tr>
<tr>
<td>Supplies and materials</td>
<td>$0</td>
</tr>
<tr>
<td>Supplemental (taxable) income</td>
<td>$0</td>
</tr>
<tr>
<td>Training</td>
<td>$0</td>
</tr>
<tr>
<td>Travel</td>
<td>$0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$0</td>
</tr>
</tbody>
</table>
Proposal Evaluation:
The Spatial CoP proposals will be scored accordingly:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intellectual Merit (i.e., How innovative and creative is the proposed Spatial CoP?)</td>
<td>10</td>
</tr>
<tr>
<td>Need (i.e., To what degree does the proposed Spatial CoP address a real need at the University?)</td>
<td>15</td>
</tr>
<tr>
<td>Broader impacts (i.e., How much will the proposed Spatial CoP enhance the visibility of the University and impact instruction, research, and community service and outreach?)</td>
<td>15</td>
</tr>
<tr>
<td>Feasibility (i.e., How likely is it that the proposed Spatial CoP will accomplish its goals, objectives, and milestones?)</td>
<td>30</td>
</tr>
<tr>
<td>Sustainability (i.e., How likely is the proposal Spatial CoP to become an integral component of the University’s spatial community?)</td>
<td>30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

Proposal Review Panel:
The 2015 selection committee will be composed of Spatial Studies Council members and University and external stakeholders who can judge the merits of each application and but are not applicants themselves:

- Steven Moore, the Director of Spatial Studies, and Spatial CoP Review Committee Chair
- Spatial Studies Council Member (non-applicant)
- University Stakeholder (e.g., Faculty, Administrator, or Staff) recruited by the Spatial Studies Council
- External Stakeholder (e.g., Esri executive) recruited by the Spatial Studies Council
- External Non-Stakeholder (e.g., academic at another institution) recruited by the Spatial Studies Council