



**MEMORANDUM DCD #1, 2020-21**

To: Chairs and Academic Director  
From: Corinne Beauquis, Special Advisor on Experiential Education

Date: 21 September 2020

Re: **UTSC Remote Experiential Education Fund (Winter 2021) - Call for Proposals**

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I am writing to invite your proposals for support for curricular and co-curricular initiatives for Year 3 of the **VP Dean's Experiential Education Fund**. Academic units are especially encouraged to put forth proposals for **remote experiential** pilot projects that are integrated with program curricula and aligned with faculty teaching, and research, interests. Projects will be funded for one year. The deadline for this funding cycle is **October 15, 2020**. Please submit proposals to [experiential.utsc@utoronto.ca](mailto:experiential.utsc@utoronto.ca).

Academic units are encouraged to hold meaningful consultations within their units, with broad participation in imagining remote experiential education opportunities. I invite you to put your best and most innovative ideas forward! Examples of remote experiential education opportunities include remote consulting, group projects using *BBCollaborate*, remote research, remote internships, remote guest speakers, and remote tutoring. If you have any questions about this funding opportunity, please contact me, Corinne Beauquis, Special Advisor on Experiential Education at [experiential.utsc@utoronto.ca](mailto:experiential.utsc@utoronto.ca).

There are two funding tiers available. Proposals for each tier will be evaluated on their intrinsic merit and the degree to which they align with the [University of Toronto's \(2017\) White Paper](#). All project proposals must be reviewed by the respective department/centre head. Tier II applications require a supporting letter from the department/centre head(s).

Further guidance preparing applications, faculty and staff are encouraged to attend CTL's Experiential Learning Workshop Series: *Peer Advice for Teaching Remote Experiential Learning*, **Tuesday, Sept. 29 from 1-2:30 pm**.

Registration: [https://forms.office.com/Pages/ResponsePage.aspx?id=JsKqeAMvTUuQN7RtVsVSEK0FTLWTtojFNk-yp\\_EStLnIUMUVQOEK0NVpNMzdPUki0NTNXVTVKM1Q1OC4u](https://forms.office.com/Pages/ResponsePage.aspx?id=JsKqeAMvTUuQN7RtVsVSEK0FTLWTtojFNk-yp_EStLnIUMUVQOEK0NVpNMzdPUki0NTNXVTVKM1Q1OC4u)

Session link: <mailto:https://ca.bbcollab.com/guest/6d4c130ab1b34962b24940d6ac3a80fc>

Further resources on designing remote experiential education opportunities:

- Remote\_Experiential\_Learning\_Technology -  
[https://q.utoronto.ca/courses/187619/files/8250859?module\\_item\\_id=1573219](https://q.utoronto.ca/courses/187619/files/8250859?module_item_id=1573219)

- Remote Experiential Learning Resources - <https://utoronto.sharepoint.com/sites/dvpp-aelr>

- Webinar Series: Adapting Experiential Learning for Remote Delivery - <https://utoronto.sharepoint.com/sites/dvpp-aelr/SitePages/Adapting-EL-for-Remote-Delivery---PD-Series.aspx>

- Experiential Learning Hub - <https://experientiallearning.utoronto.ca/faculty-staff/>

### **Tier I: Course-based Experiential Learning Enhancement**

Up to \$2,500, awarded in October 2020 for the winter 2021. One course can receive one grant per academic year. All U of T Scarborough faculty and instructors who teach a course with an existing experiential learning component, or wish to add an experiential learning component to their course, are encouraged to apply.

### **Tier II: Departmental and Cross-departmental Experiential Learning Initiatives**

Funding from \$2,500 to \$20,000, awarded in October 2020 for the Winter 2021 term, is available for projects that integrate experiential learning at a program/curricular level as a collaborative and intentional effort of multiple members of one or more academic units. Co-curricular initiatives are also eligible for funding through Tier II but must align with broader program goals and/or directly support the professional development of students. Department/faculty-led collaborative teams within and across departments/units are encouraged to apply.

***Please use the EE Fund Application Form developed by our office***

***<https://www.utsc.utoronto.ca/experiential/funding-associations-conferences>*** .

### **Eligible Expenses**

- Hiring casual staff for project development, coordination, and implementation. (*Note that support for placement development and curricular integration is offered centrally through the Arts & Science Co-op Office and the Centre for Teaching and Learning.*) Proposals requesting staff support should describe how it complements existing staff resources on campus.
- Hiring teaching and research assistants for programming and support
- Reimbursement of student expenses
- Costs associated with student preparation for experiential learning
- EL-related technology support
- Honoraria for external partners
- Student stipends
- Project events (workshops, student conferences, community events, etc.)
- Communication and dissemination (websites, graphic design, printing, etc.)

### **Reporting**

Grant recipients are expected to submit a report upon completion of the funding cycle. In an effort to build capacity and foster curricular and pedagogical innovation around experiential learning, grant recipients will be encouraged to share their project outcomes and learnings in a variety of formats more broadly across campus.

Note: Previously funded projects applying for a subsequent year of funding must submit their End of Year Final Report as part of their 2020-2021 application package. Please use the **[EE Fund Application Form](#)** created by our office.