



Office of Academic Affairs
Computing Integrated Teacher Education

2023-24 CITE Faculty Research Grant - Request for Proposals

Context

[Computing Integrated Teacher Education](#) (CITE) is a four-year initiative to support CUNY faculty at all ranks to integrate state standards-aligned computing content and pedagogy into required education courses, field work and student teaching. Supported by public funding from the New York City Public Schools (NYCPS) Computer Science for All (CS4All) program and private funding from the Robin Hood Learning + Technology Fund, Google, and Gotham Gives, the initiative focuses on:

- Supporting **curricular and institutional change** in teacher education programs
- Building **faculty pedagogical content knowledge** and **reflective practice** around [equitable, culturally responsive-sustaining, computing-integrated education](#).
- **Preparing CUNY educator candidates** to provide meaningful and equitable computing and digital-literacies integrated teacher education to P-12 learners.

For more information about the framework currently guiding this initiative, [click here](#).

Request for Proposals

Overview

As part of our FY2023-24 milestones for CITE, the Office of Academic Affairs (OAA) is inviting proposals for faculty research projects that seek to understand aspects of implementation of CITE artifacts and the college contexts for CITE work.

Individual faculty or faculty teams can apply for **small awards that grant up to \$12,500** and **large awards that grant up to \$25,000** depending on the scope and size of the proposed study. Awards are one year grants, covering activities from **January 2024 - March 2025**. Plan to spend down funds within this grant period. There may be opportunities to request no-cost extensions.

Proposals must be submitted by **5pm EST on Monday, November 20, 2023**. Successful applicants will be **notified before December 21, 2023**, and will be expected to finalize their proposal based on reviewer feedback by **January 24, 2024** to receive funding in February.

To apply, please [click on this form](#). Guidelines for what to include in the form are below.

There will be an info session to answer questions about this RFP on **Friday, October 6 from 9:30-10:30am**. [RSVP here](#). This will be recorded and shared with the community.

Eligibility

Both full-time and part-time faculty who participated in CITE professional development activities in Summer 2022 and/or 2023 are encouraged to apply as Principal Investigators. Faculty collaboration, both within and across colleges, is encouraged. Applicants can collaborate with CUNY faculty and/or staff whether or not those collaborators have participated in CITE.

Funding Priorities

We aim to fund proposals that...

- Clearly articulate the **contribution** they plan to make:
 - **to the researchers' colleges' broader CITE initiative.**
 - **to the literature in K-12 and/or teacher ed disciplinary fields** relevant to computing integrated teacher education given our unique CUNY context.
- **Are tightly designed** – goals, research questions and methods should be aligned with each other and with the project's intended contributions.
- Explicitly elaborate the **equity lens(es)** they apply, and how these surface in the study's goals, methods, and theoretical framework.
- Are **feasible** given the budget and time scale.

Proposed studies might focus on...	
Teacher Candidates	<ul style="list-style-type: none">• Follow teacher candidates as they apply their learning and practice teaching computing integrated activities in placement sites. **• Examine teacher candidates' experiences and reflections learning about computing and other constructs related to teacher candidates, for example, their motivation, knowledge, perspectives, experiences, attitudes, values, beliefs, sense-making, resources, or equity issues they face.
Artifact Design	<ul style="list-style-type: none">• Trace how artifact designs contribute to particular desired outcomes.• Leverage research to iterate on and improve teaching artifacts.
Learning Environments	<ul style="list-style-type: none">• Identify assets and challenges to CITE in your context.• NEW (9/29): Synthesize literature on approaches to computing integration in your subject area / program.• Map the state of computing ed at partner P-12 placement sites, understand the goals, perspectives, and values of stakeholders at those sites. **
Faculty	<ul style="list-style-type: none">• Examine faculty experiences designing, implementing, supporting / coaching teacher candidates, reflecting on CITE curricular interventions.• Explore other constructs related to faculty, for example, their motivation, knowledge, perspectives, experiences, attitudes, values, beliefs, sense-making, resources, or equity issues they face.

Notes on these priorities:

- **** = 2023-24 CITE priority.** We are hoping to motivate our community to explore these areas in particular.
- This RFP aims to specifically support building knowledge about **TEACHER EDUCATION**. Projects that focus solely on P-12 student learning, or work with CUNY students who aren't in education programs, without contextualizing how your proposed study relates to teacher education will **not** be considered for funding.

Description of Awards

To help you determine the size of your project, it might help to consider the methods you will use and scope of the context you hope to study.

- **Small projects (funded up to \$12,500) might**
 - Use “higher-touch” data collection methods (e.g. interviews, focus groups, classroom observations) to study constructs related to a narrow context (e.g 1-2 designs, a few faculty members or teacher candidates).
 - Use “lower-touch” methods (e.g. document analysis or surveys) to study constructs related to larger groups of designs, teacher candidates or faculty.
- **Large projects (funded up to \$25,000) might**
 - Use “higher-touch” methods to study more designs, teacher candidates, or faculty.
 - Use both “lower-touch” and “higher-touch” methods in combination.
 - Involve **cooperating teachers, administrators at partner schools and/or other relevant community members** as participants
 - Involve **CUNY education program students** as co-researchers

As you determine the size of your project, we also recommend considering the personnel you anticipate needing to accomplish your goals. You should plan to compensate everyone who contributes time as a researcher (co-investigators, research assistants, others).

Expectations of Principal Investigators

Funded Principal Investigators will be expected to:

1. **Complete a research project** connected to CITE themes aligned with priorities above.
2. **Solicit and receive IRB approval by March 1, 2024** for work involving human subjects and conduct research ethically and responsibly. This includes ensuring that all co-investigators have completed CITI training.
 - a. There are [college-specific rules around research with CUNY students](#) and researching with one's own students. Connect with [your college's HRPP Coordinator](#) to learn more.
3. Submit an **interim report** via an electronic form you will receive, which will ask for details about your activities, accomplishments, spending report, and any dissemination efforts **due September 2024**.
4. **Share back your research design, activities and preliminary findings and deliverables with the CITE community during Summer PD 2024** in a short virtual presentation.
5. **No later than March 1, 2025 - upload written research findings.** A publishable white paper,

issue brief, draft journal manuscript, or full paper submission for a conference presentation will all be acceptable formats. Findings must be uploaded to [CUNY Academic Works](#) and tagged with “Computing Integrated Teacher Education”.

6. **No later than March 1, 2025 - share at least one practitioner-facing deliverable.** These might include open educational resources (OERs), practitioner-friendly example case studies, curriculum designs, teaching artifacts, student wikis, ePortfolios, maker space artifacts, frameworks, mission/vision statements informed by your research, memos, presentations, PD materials. These could take the form of a text-based narrative or multimodal/multimedia formats (e.g. videos, podcasts etc). Deliverables must be uploaded to [CUNY Academic Works](#) and tagged with “Computing Integrated Teacher Education”.
7. Fill out a form in **March 2025** to close out the grant and share the venues where you disseminate or plan to disseminate your research.
8. Respond to inquiries from the CITE team to **share your research at researcher and practitioner-facing conferences and events** (travel funding provided by CITE if we invite you)

Budget Requirements

Research funds will be disbursed by CUNY Central through the Research Foundation, therefore each awarded project will result in a Research Foundation sub-account with the Principal Investigator as the account owner.

All proposals must include a budget using the template provided below. Plan to spend down within the January 1, 2024 - March 1, 2025 grant period. There may be opportunities to request no-cost extensions. When we evaluate applications for feasibility, we will look for alignment between roles, goals, and budget.

Please discuss your budget with your grants or sponsored projects officer in order to determine if you are accounting for fringe and indirect costs appropriately and that your plans for ‘Other Than Personnel Services’ are allowable. Spending must adhere to Research Foundation and campus guidelines. CUNY Central cannot be asked to intervene in spending decisions or constraints.

Application Process and Timeline

Proposals must be submitted by 5pm EST on **Monday, November 20, 2023**.

Successful applicants will be **notified before December 21, 2023**, and will be expected to finalize their proposal based on reviewer feedback by **January 24, 2024** to receive funding in February. Plan to have IRB approval for your study by **March 1, 2024**.

To apply, please [click on this form](#). It will ask you for:

- 1) **Title of Research Project**
- 2) **Name of PI** - select one point-person to submit this proposal who will be responsible for all communications with CITE regarding this project.

- 3) **Name of all collaborating investigators** (Co-PIs) - List all CUNY faculty members and/or staff who will be serving as Co-PIs on your study. These can be CUNY faculty who have taken part in past CITE PD, or others. If they are new to the initiative, you'll need to add them to our database with [this form](#) before you can add them to your proposal.
- 4) **Attach a CV for the PI and all Co-PIs.**
- 5) **Attach a document with a narrative that is no longer than 10 double-spaced pages.** Address the information below. References not included in the 10-page limit.
- 6) **Budget Template** - make a copy of the following [budget template](#), download it, and upload it in the area indicated on the form. We recommend **getting in touch with [the grants officer at your campus](#)** for guidance as you fill this out. **Ensure that you take into account the following issues** when you create your budget:
 - a. The first sheet of the budget template includes space for you to list out your **intended collaborators**, the **hours you expect them to spend** working on the project, and their **non-teaching hourly rates** (collaborators can ask their departments for this, though you might find it helpful to use PSC [salary schedule](#) or [hourly rates](#) for a “ballpark” figure.) The template will calculate the amount you should budget for each collaborator based on that information.
 - b. That sheet will also help you **identify the type of personnel** you are hoping to hire (e.g a full time faculty member, a graduate student, an adjunct), and how they will be paid (e.g. hourly, with release time, summer salary, etc). When you identify the personnel type on the spreadsheet, it will indicate which budget line you should add that person's compensation to on the second sheet in the template.
 - i. Note that full time faculty can be paid with release time OR with summer salary. **This decision matters and is hard to reverse**, because release time incurs a higher fringe rate than summer salary (see [RF fringe pool rates here](#)).
 - ii. The template recommends paying adjunct faculty as hourly workers.
 - iii. Note that there are different budget codes for some graduate assistants that hold F1 or J1 Visas.
 - iv. Speak to your campus grants officer if you need To compensate undergraduate students, speak to your campus
 - c. The second sheet of the budget template will automatically calculate the fringe rates for all personnel costs.
 - d. The template will additionally **add on .60% for [MTA payroll tax](#)** to the total personnel services budget, and an **indirect cost** of 10% to the total based on our non-federal funding source.

Please include the following in your narrative proposal

- **Title of your research project**
- **Context for your research / the problem space.** Share the contexts and problems of practice that are prompting you and any collaborators to conduct this research. We recommend:
 - Considering **your immediate college context** as well as the context of knowledge and knowledge gaps in **the larger field**.

- o Considering **equity issues** that may be facing CUNY and K-12 students who are members of traditionally marginalized groups in computing/digital literacies education or schooling generally. It might be helpful to consult resources from CITE's Equity Working Group around [Equitable CITE Praxis](#) to help you define these issues.
 - o Using findings from literature and data from your institution to **support how you are defining the context and problems.**
 - o Sharing **if you are building on any prior research** you and/or collaborators have done in this space
- **Goals.** State the overall aims for this proposed study. We recommend including:
 - o **Your proposed research questions**
 - **Define any jargon /** constructs you use in your research questions so that reviewers from a range of fields will understand your aims.
 - Share how investigating answers to these questions will help address the issues/problems you shared about in the context/problem section above.
 - o **The anticipated impact of your proposed research on your college team's CITE goals.**
For instance, how could your research inform or shape how your team:
 - **Develops / iterates upon teacher education curriculum, programs, courses.**
 - **Plans for institutional change** to integrate computing and digital literacies (e.g. how could this research shape your college's vision, strategic planning, curriculum mapping, scopes and sequences, faculty PD needs)
 - **Partners with fieldwork and clinical placement sites** around computing/digital literacies integration
 - Works towards having an **impact on teacher candidates' equitable teaching practice with digital literacies and computing in the field**
 - o If you have not done so in response to the previous bullet, **share the anticipated impact** of your proposed research **specifically to promote equitable implementation** of the CITE initiative at your college and/or **equitable pedagogies for K-12 learners.**
 - Include the ways that your project defines / operationalizes equity to evidence your claims in this section.
 - It may be helpful to consult the [CITE framework](#) and the [Equitable CITE Praxis](#) resource for a starting point.
 - o **The intellectual merit of your proposed research.** What might be the contributions of this research to the field of teacher education in disciplines, computing, etc.?
- **Roles.** Share the names and positions of all collaborators and the roles they would play on the proposed research project.
 - o Roles might be related to **research activities** (e.g. data collection, analysis), **supervision/mentorship** of novice researchers, as well as **coordination/operations** (e.g. scheduling/facilitating meetings, getting IRB approval, managing consenting protocols etc).

- o If you plan to identify and hire research assistants or others to support your work, **share the role(s) they would play** (names and positions not necessary).
- **Activities/Methodology.** We recommend including:
 - o What **specific methods** will you employ for data collection?
 - o What **specific methods** will you employ for data analysis?
 - o How are the **methods aligned with your goals**, research questions, and the ways you have framed equity?
 - o How will you **organize / coordinate activities** across team member(s) to carry out those methods?

See the [CITE Resources for Research page](#) for some references regarding the types of methodologies you might mobilize to conduct your research.

- **Outcomes.** What will the project's deliverables be? We recommend sharing:
 - o **Research deliverables** - what kinds of research products are you planning to produce to share your findings, and in what kinds of venues?
 - Research products might include a narrative final report, white paper, issue brief, draft journal manuscript, or full paper submissions for a conference presentation.
 - Venues could include journals or venues popular with scholars in your fields, in teacher education, or within fields such as computing education / education technology
 - o **Practice deliverables** - What kinds of deliverables will you produce to advance the work of practitioners on your college team or the larger CITE initiative? How would these deliverables advance the work of your team?
 - These might include practitioner-friendly example case studies, curriculum designs, design principles, memos, presentations, PD materials, etc.
- **Expected Timeline.** What are your rough dates for accomplishing your goals?
 - o Ensure your project's timeline yields deliverables by the dates specified in the expectations for PIs above.
 - o For studies involving human subjects, you must share your plan for ensuring you have IRB approval by **March 1, 2024**.
- **Budget Overview.** Share a narrative that explains and justifies how you plan to spend the funds you receive with this grant.
 - o What Personnel and OTPS expenses will be supported by this award?
 - Examples include participant incentives, research assistant support, summer salary, transcription, any software licenses needed etc.
 - o Why are these expenses necessary for carrying out your research project?

Questions? Concerns?

Please email Anthony Wheeler (awheeler@gradcenter.cuny.edu) and Sara Vogel (sara.vogel@cuny.edu) with any questions you may have, or to set up an office hours appointment.

Before contacting CITE with your questions, please review this document carefully.

There will additionally be a [CITE Faculty Research Grant Info and Brainstorming Session](#) on **October 6** where faculty can bring preliminary (draft) proposals and ideas and get feedback from the community.