FAQ: Innovation Hub Grant Program

humanity ~ equity ~ transdisciplinarity ~ evidentiality ~ agility ~ predictability

https://www.purdue.edu/provost/innovation-hub/ • innovation-hub@purdue.edu

This document reflects questions and discussion from an Innovation Hub Grant program webinar. You can access the recording of the webinar here, and the closed captioning transcript here.

Key takeaways from this webinar:

- Read the RFP carefully.
- Send a one-page summary to innovation-hub@purdue.edu.
- Consider potentially useful partnerships in your project.
- Write your proposal using the template available on the Innovation Hub website.
- Submit your proposal and associated documentation before the deadline via the online submission portal on the Innovation Hub website.

FAQ

Prior to submission

1. *My innovation involves collaborations at IUPUI. Are we eligible to apply?* Maybe. Projects in this category should focus on how Purdue's new Indianapolis presence will **enhance the residential experience** in support of the Provost's goal of being the most innovation residential program in the US among large research universities. For projects in this category, it is especially important that you submit a one-page summary to innovation-hub@purdue.edu to initiate a discussion about the scope, direction, and timeline for the project. Because details of the IUPUI transition continue to emerge, we cannot guarantee that your project vision and timeline will align with this specific funding opportunity. Projects in this category may be more appropriate for future Innovation Hub funding programs.

2. *What if I am further along in the development of my innovation, and I already have strong evidence of usefulness and scalability? What if I need more funding to support my work than is available in this RFP?* We expect to present an opportunity to access funding for more-mature projects in late Spring 2023, but you can send a one-page summary of your idea to innovation-hub@purdue.edu to initiate a conversation about your project and its needs.

3. *Is Innovation Hub focused on technology-based innovation?* No. Proposals for technology-based innovations are certainly welcome, but we seek to support excellent, scalable ideas in any domain and discipline, whether technology-focused or not.

4. *I believe I will need advice from an expert in a particular domain. How do I get started*? As soon as you decide you need expert consultation, send email to the Innovation Hub (innovation-hub@purdue.edu) to discuss. Proposers whose projects need a partnership, but have not explored what such a partnership would entail, are very unlikely to be funded.

5. *Is the one-page summary stage of this process required*? No, but it is strongly encouraged. Calibration of your ideas with Innovation Hub priorities and goals is crucial. We do not want you to spend your time writing a proposal that is not well calibrated with Innovation Hub interests (and therefore unlikely to be funded).

6. *What should my one-pager look like in terms of format and polish?* Your one-page document should briefly address the proposal elements indicated in the proposal template, so that Innovation Hub leadership understands the general nature of your project. The one-pager does not need to be perfect or highly polished; it needs to be clear and submitted well before the proposal deadline so that you can act on the feedback you receive.

7. *Can we integrate partners from other institutions into our proposal?* Maybe, but the specifics of the project are very important. Remember that Innovation Hub funding is intended to support residential education on Purdue's West Lafayette campus. Propagation to other campuses is interesting and useful, but it should not be the primary focus of the project. Send a one-page summary for feedback.

8. *Can the proposal be about developing new modules/changes in 1-2 courses, which can be translated/scaled to other similar courses? What do you mean by scaling and propagation?* Scaling and propagation could mean different things depending upon the specific situation:

   a. Spreading an innovation from one section of a large-enrollment course to all sections of the course (scaling in terms of the number of students and the number of instructors)

   b. Spreading from one sub-discipline to another (scaling the number of specialty areas with a discipline)

   c. Spreading across disciplines and/or colleges (scaling the number of disciplines)

   In all cases, projects which have a narrow audience or lack potential for reasonable scaling to a larger stakeholder group **will not be priorities** for funding through this program.

9. *Would a multi-discipline team be looked upon favorably?* Yes, because Innovation Hub focuses on two issues: scaling, and transdisciplinary programs. You should think about how to scope your project and its team to fit within this funding opportunity in terms of resources, and send a one-page summary to begin the discussion.

10. *My project idea has an experiential education component. Am I still eligible to apply to this program?* Most likely. Send a one-page summary to innovation-hub@purdue.edu to initiate a discussion about the idea and potential paths forward.

11. *Can you give some examples of projects that Innovation Hub might support?* Refer to slide 11 in the webinar slide deck for some general examples of topics of interest for this RFP. Projects situated within any of those areas are attractive for Innovation Hub investment. As always, submit a one-page summary for feedback on your idea.

12. *The stakeholders for my project are mainly (or exclusively) graduate students. Is it appropriate to apply for Innovation Hub funds?* Maybe. Innovation Hub supports the Provost's stated goal of making Purdue the most innovative residential program among large research universities. As such, the main focus of Innovation Hub investment is undergraduate education. Projects that (for example) train graduate students to be better mentors to undergraduate students, or to support undergraduate research in some way, **may be appropriate** for Innovation Hub funding. Early in your development process, send a one-page summary to innovation-hub@purdue.edu for feedback.

13. *I have an idea that would benefit students in my program/department, but I suspect others on campus may have similar ideas (ex.: using VR technologies in large courses, or creating virtual labs). How should I approach this?* There are growing, diverse communities on campus who engage in this kind of work. Beyond this virtual lab example, there are many people experimenting with AI solution for education, ungrading, course-based undergraduate research experiences (CUREs), and many, many more. **If you propose a stand-alone project, disconnected from the relevant wider communities, your proposal is very unlikely to be funded.** Innovation Hub's goal is to enable such communities to grow and flourish by funding their work and connecting passionate educators from across campus through our network. Send a one-pager to innovation-hub@purdue.edu early in your idea generation process, and we will do everything we can to connect you to others within our network who share a passion for ideas in a similar area.

Eligible Expenses

1. *My project is complicated and I have detailed questions about funding and expenses. What should I do?* Send a one-page project description to innovation-hub@purdue.edu to initiate a discussion about the details of your situation. We are always willing to talk about your ideas.

2. *Can I support my graduate student or post-doc on an Innovation Grant?* In general, no. Innovation Hub funds are not research seed funds, so supporting researchers is not an appropriate use of these funds.

3. *Can I use Innovation Hub funds to travel to a professional conference?* In general, no. Innovation Hub funds are not research seed grant funds, so travel to a professional conference is unlikely to be an eligible expense.

4. *Can I think of Innovation Grants as research seed grants?* No. Innovation Hub programs are focused on making a discrete difference in the quality and impact of residential education on Purdue's West Lafayette campus. As such, Innovation Hub projects are NOT research projects. To the extent there are publishable outcomes to these projects, or results from the projects are used in subsequent funding proposals to external agencies, we certainly support those outcomes.

5. *Do funds associated with project management need to be budgeted within the project?* No, Innovation Hub will provide project management support to funded project teams as part of the award—at no cost to the team's project budget.

6. *Can I use Innovation Hub funds to support existing staff in my department?* Maybe. One of the Hub's core principles is about equity, which in this context means aligning compensation with effort. Innovation Hub funds cannot be used to manage budget shortfalls in a department, nor can they be viewed as 'soft funds' on which to support departmental staff. You should clearly articulate how each team member's effort on the project aligns with their compensation. You should also proactively seek out partnerships that could add appropriate expertise to your team.

7. *Is outsourced support for resource creation (media for learning interventions, for example) an appropriate use of funding?* This depends upon the definition of 'outsourced'. On-campus partnerships that help you achieve your project's aims (for instance, with the Innovative Learning Team) are encouraged. Partnerships with off-campus entities (such as a software vendor) require more discussion to ensure the project fully aligns with Innovation Hub priorities AND to ensure that such a project would be an appropriate use of Lilly Endowment funding.

Review Processes

1. *About how many people will review my proposal?* We expect that each proposal will be reviewed by at least 3 people, and perhaps more if time and resources allow.

2. *In addition to individual reviews, will there be some sort of panel discussion?* We expect to convene a panel discussion to enable broader conversation about the subset of proposals that appear to be the most competitive for funding based upon the individual reviews.

3. *Does the capacity for a project to be revenue generating matter?* No, potential for revenue generation is not a review criterion. The primary stakeholders for Innovation Hub projects are residential students on the West Lafayette campus. To the extent that an innovation has commercial potential, we certainly support that and can connect project teams to relevant partners (the Foundry, for instance).

Post-Award and Administration

1. *Can I carry over funds beyond the end of the grant period?* In general, no. The role of Innovation Hub collaboration, the partnerships involved in the project, and the provided project management is to keep projects on time and on budget. We expect that no-cost extensions for projects will be very uncommon.

2. *I use Google calendar. Is that a problem?* Yes. Efficient project management requires clear, crisp communication and easy scheduling of collaborative discussions with partners and stakeholders. Our experience in managing complex projects is that scheduling meetings is among the most time-consuming and frustrating pieces, because people are busy and many do not keep an up-to-date

calendar. Innovation Hub projects will use Purdue enterprise tools exclusively to manage projects and communications.

3. *What if I'm interested in publishing the results of my scaling project or using the results to support a research grant application?* We value all those outcomes, but the primary stakeholders for Innovation Hub investments must be Purdue people engaged in the teaching and learning enterprise, and the primary aims of the project must be about scaling and propagation.