Digital Capacity – Targeted Supports

Expression of Interest

# **Appendix B - Submission Template**

ATTESTATION: DIGITAL CAPACITY – TARGETED SUPPORTS

To be completed, signed by an official who can bind the organization and included as first page of application submission.

Maximum Budget

|  |  |
| --- | --- |
| Capacity Area | Max Budget |
| [ ]  Instructional Design | $100,000 |
| [ ]  Media Design and Development  | $100,000 |
| [ ]  Online Education Support | $100,000 |
| [ ]  Learning Technology Support | $30,000 |

Project Information

|  |  |
| --- | --- |
| Project Lead Main point of contact for project reporting and communications | First name, Last name:      Title:      Institution:      Email:      Phone number:       |
|  Institution |       |
| Total Budget RequestNot to exceed maximum for each capacity area |       |

I attest that this application adheres to the requirements as set out in this Expression of Interest:

[ ]  Eligibility: The Institution is eligible under Appendix A. An individual with signing authority to bind the member institution must sign the attestation. This may also be the project lead and designate for reporting.

[ ]  Acknowledgement of Provincial Funding: Acknowledge Government of Ontario and eCampusOntario in the final product and all communications regarding the project.

[ ] [ ]  Evaluation of Project Outcomes: Agree to participate fully in any evaluation process regarding the initiative (for example, reporting metrics, interview, survey).

[ ]  Records of Expenditures: Agree to maintain appropriate records of expenditures (e.g. records of salaries, expenses, etc.).

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Signature (electronic only)

Name:

Title:

Date:

I have the authority to bind the Institution

SUBMISSION TEMPLATE: DIGITAL CAPACITY – TARGETED SUPPORTS

**4 PAGES MAXIMUM FOR ALL SUBMISSIONS**

|  |
| --- |
| EVIDENCE OF NEED (60%)  |
| Clear description of area of capacity need |
| Detailed evidence provided to support each requested area of need |
| Clear plan for use of capacity funding to provide high quality online learning |
| SUSTAINABILITY PLAN (30%)  |
| Clear plan to support continued capacity building in area of need beyond one-time funding |
| Clear plan to share content or other outputs generated |
| BUDGET (10%) |
| The budget clearly outlines capacity area requests. The budget does not exceed the maximum per capacity area articulated in this EOI |