

## **Request for Proposals Social Science Research and Instructional Council Instructional Materials Project**

The Social Science Research and Instructional Council (SSRIC) is one of a few system-wide associations and is the only CSU system-wide association focused on providing support for social science scholarship. In addition to sponsoring an annual student conference and providing access to archival databases, SSRIC maintains a website with online textbooks and instructional materials to help social science instructors teach with social science data.

This request for proposals asks CSU faculty to propose instructional exercises that will be posted on the SSRIC website. Upon successful completion of the process, two applicants will be awarded \$3,000 each for their submission of acceptable exercises. Potential applicants are encouraged to see existing exercises here, <http://www.ssrlic.org/trd/exercises>.

### Proposal Requirements:

- Proposals must provide clear exercises, useful in the classroom, to teach students data analysis that are broadly applicable to social science literature.
- Proposals should describe 4-10 exercises, preferably around a common theme.
- Proposals are not limited based on technology or methodology.
- Proposals should include clear instructions for students, and for faculty.
- Proposals should demonstrate clarity and should teach specific analytical skills.
- Proposals must rely on data that is available for public consumption. We encourage proposals to use publicly-available data from the ICPSR. The ICPSR database is primarily a subscription database, but it also provides significant amount of data available to the public. Also, SSRIC may be able to host accompanying data (contact us for more detail).

### Proposal Submission Process:

- Please email your C.V. plus two copies of your proposal, one with and one without identifying information, to Jackie Brooks – [Jacqueline.brooks@csus.edu](mailto:Jacqueline.brooks@csus.edu). Please include “SSRIC IMP” in your subject line.
- Please include the name and contact information for the person who is responsible for handling university finance transfers from the Chancellor’s Office. This is typically the same person who handles travel reimbursements.
- The proposal should be 2-3 double spaced pages, summarizing the key components of the exercises with learning objectives.
- Exercises may be presented in any format (written/audio/video).

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### Proposal Submission Process (Continued):

- Proposals are due by March 6<sup>th</sup>, 2020.
- Awards will be announced by March 13<sup>th</sup>, 2020.
- Applicants will be contacted by email.
- Winning applicants are expected to produce a complete product by May 8<sup>th</sup>, 2020.
- Award monies will be transferred to the winning applicants' universities from the Chancellor's Office via CPO after certification. SSRIC intends for awards monies to be paid to awardees as extra summer pay.
- Successful applicants will "partner" with SSRIC in that, while their final instructional materials are submitted for publication by June 15, applicants agree to assign their online instructional materials in their classes. In turn, SSRIC will accept updates and enhancements to such materials over the following academic year with minor modifications in subsequent years.
- Winning applicants not meeting the deadline or the proposal requirements (in the view of the SSRIC) may be asked for revisions before funds are distributed.
- Accepted applicants that do not finish the product by the proposed deadline, or do not produce an acceptable product (in the opinion of the SSRIC), may have the award, and award funds, permanently denied. The SSRIC executive council must approve the final submission of the instructional exercises in terms of sufficient quality and that they meet the proposal guidelines before funds are distributed. Acceptance of a proposal is not a guarantee of payment for a submitted product.
- Successful applicants retain ownership of their materials, but also agree to permit SSRIC sole publication rights, such as use on the SSRIC website.
- All materials posted to the SSRIC website will be noted with a Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International License.

