



TO: Prof. Libby Miles, Director, Foundational Writing and Information Literacy Program
Prof. Susanmarie Harrington, Director, Writing in the Disciplines Program
FROM: Brian Reed, Associate Provost for Teaching and Learning
RE: Engaged Practices Innovation (EPI) grant proposal: *Engaging Feedback and Revision*
DATE: November 5, 2015
CC: David Rosowsky, Provost and Senior Vice President

On behalf of the Engaged Practices Innovation (EPI) Grant Proposal Review Team, thank you for your proposal entitled *Engaging Feedback and Revision*. The review team judged this to be an innovative, creative project that will support excellence in writing at UVM. I am pleased to inform you the Selection Committee determined that it could offer partial funding for your proposal in the amount of \$6,250. The Committee hopes this will allow you to carry out your project, albeit on a reduced scale. It is our understanding that students participating in the project will not be asked to pay for site licenses. Finally, as a condition of the award, the Chief Information Officer will need to review and approve the software platform to ensure systems compatibility, cyber security and capacity for ongoing maintenance and support from ETS, etc. Please respond by November 15, 2015 to acknowledge your acceptance of the award under the terms and conditions noted.

As specified in the Request for Proposals, the budget for your grant will be administered through the PI's administrative unit (Department of English). The funds will be transferred on or before December 1, 2015. All funds must be spent within twelve months of that date (December 1, 2016). Please have your budget manager send the appropriate chartstring number to Kerry Castano Kerry.castano@uvm.edu.

A full report on the outcomes of your project will be due no later than June 1, 2017. The report may be no longer than 1,500 words (12 point font, double spaced), excluding cover page, and appended materials. The report must include:

- A review of the goals of the project
- A description of the outcomes
- An assessment of the impact of the project
- The current status of the project and future plans

Again, thank you for your high quality proposal and congratulations on the award. We are excited about the potential impact of your project on students and faculty alike.