Project Application Questions for OEX Funded Support

* Indicates mandatory questions.

Project Lead

This section helps us establish a Project Lead who will be the main point of contact for communications and responsible for Monthly Reports on this Project ID. The Lead must be able to authorize reports on behalf of the institutional team.

Who is the project lead for this project?*

What is the name and title of the signing authority (individual with signing authority to bind the member institution) for this project? Example: John Smith, VP Research *

What is the email of the project lead? *

What is the email of the signing authority? *

Who is the lead member institution on this project? *

Project Details

Help us establish basic information about your project.

What is the title of your project?*
- Be as specific in the subject and output in naming the project. Examples of good titles are: Business Statistics OER Development, or Content Production for Degree Nursing.

Describe your project?*
- Sharing details about the greater context of your project such as subject, output, targeted learner type, or release details help us to find you a good match!

What discipline best fits your project?*

What is the subject of your project?*

Who are the end-users for your project?*

Projected start date*

Projected end date*

Project Roles

Understanding your proposed project team will help make the best match possible with a vetted Supplier in our directory.

What service(s) or role(s) are required for this project (include internal and requested external team roles)?*

Use the table below to approximate hours required for each service role (internal and requested external)*

Briefly describe how the requested external service or role will help you complete your project. Outline what work the funds would be used for with respect to each of the above requested services/roles.*

Please describe your project milestones and the associated timeline for these milestones. In addition, if work has already begun on your project briefly describe what has been done to date.*

Approximate a percentage for the current progress of the Project.

Briefly describe the project plan to meet AODA compliance and, if applicable, plans to ensure greater access or accessibility to the resource being created*

Please share any additional information that may help us match you with a supplier within our directory.

Requirements

Ontario Exchange Funded Support projects must adhere to specific requirements. Please review and agree to them below.

Please check the following (checkboxes)

I understand that, for this round of funding, all Ontario Exchange-supported projects must be completed by February 29, 2024.

I agree to the Project requirements below, and attest that this application adheres to the following:

Eligibility: All eCampusOntario member institutions are eligible to apply. An individual with signing authority to bind the member institution must sign the Client-Supplier Agreement (CSA).

Licensing of Final Product: Unless otherwise exempted by eCampusOntario, final product be released with the appropriate license which may allow others to freely retain, revise, reuse, remix and

redistribute the content. For Open Educational Resources (OERs) applicants must ensure that all content (text, images, etc.) be free from copyright restrictions for inclusion in an openly licensed final product

Retention of Final Product: Unless otherwise exempted by eCampusOntario, all final products will be submitted to the eCampusOntario Library. This includes all source files and/or editable files used in creating the resource (including any multimedia files) to easily enable further remixing and modification where permitted by the license

Acknowledgement of Provincial Funding: Acknowledge Government of Ontario and eCampusOntario in 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 or exit survey)

Digital Standards: All applications will prioritize use of tools and technology that are compliant with appropriate standards for openness and interoperability to support adoption and adaptation across multiple platforms that include W3C standards. Applicants will also prioritize use of tools and technology that demonstrate user-centered design; continuous evaluation and improvement; effective use of data; protection of security; and privacy of personal information

Accessibility: All content produced under this initiative must be in accessible formats in accordance with the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (Ontario)

Adherence to Applicable Laws: All products must be in compliance with all applicable legislation, including the Copyright Act (Canada)

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

The signing authority of the institution is aware of this project and will properly authorize any reporting or agreements throughout this Project, **including sign off on the Client-Supplier Agreement**. I have reviewed my application information and understand that once I submit this application the information cannot be changed.