

2024 Technology Fee Full Proposal Submission Form

Full Proposals are to be completed and approved by a core UFIT Director (listed below) by the published deadlines for the Technology Fee Advisory Committee to review and select those Full Proposals to be forwarded to the CIO for funding recommendation. This Committee acts in an advisory capacity to the CIO, who will decide on projects to be funded and implemented.

Process:

This is the second stage of the grant process.

- 1) As a PI you are invited to submit a full proposal. It must still strictly adhere to the requirements below and submitted to the Committee by the required deadline.
- 2) The Committee will review the proposals and forward those selected with a recommendation for funding to the CIO.
- 3) The CIO will make a final decision on project proposals to be funded.

Requirements:

- 1) Full Proposals must address the criteria below and listed on <https://it.ufl.edu/community/technology-fee/scoring-criteria/>.
- 2) Full proposals must be submitted in the required template.

*The core UFIT units and their respective contacts are:

- **Academic Technology (AT)**, The Office of Academic Technology (AT) provides resources, technical assistance, and equipment to assist the University of Florida faculty, staff, and students. The three general divisions of AT include support for media services, instructional technology, and teaching/learning.
Mark McCallister, Director markm@ufl.edu
- **Applications, Development and Integrations (ADI)** supports, builds and integrates university-wide cloud and on-premise applications in support of UF's faculty, staff and students. **Nicole Jeffers**, Director ngarvey@ufl.edu
- **Customer Experience & Resources Planning (CERP)**, informs the university of IT services, support, and systems, conducts a year-round feedback and listening program, serves as campus advocates for enterprise IT improvements, and manages enterprise-wide technology projects for UF. Alicia Turner, Director, aliciatu@ufl.edu
- **Data Platform and Analytics (DPA)**, provides reporting and visualizations, analytics, data engineering, master data management, application integration platform, database administration, and data science services to the university. **Jim Freymann**, Director, jim.frey mann@ufl.edu.
- **Infrastructure & Communication Technology (ICT)** manages the UF Data Center and delivers hosted server, storage, virtualization, database, email, and related system and connects the University of Florida campuses and UF to the world via high-speed data, video, Wi-Fi, telecommunications, and VoIP services.
Saira Hasnain, Associate CIO and Senior Director, saira.hasnain@ufl.edu
- **Information Security (IS)**, Information Security has a mission to preserve the confidentiality, integrity, and availability of restricted and critical data of the University.
Rob Adams, Chief Information Security Officer, Information Security, rob@ufl.edu

- **Research Computing (RC)**, Research Computing, and the High-Performance Computing Center provides high-performance computing resources and support to UF faculty whose research depends on large-scale computing.
Erik Deumens, Director deumens@ufl.edu Scoring Criteria

Full proposals will be scored using the following criteria:

Scoring Criteria for Technology Fee Full Proposals	
Criteria	Points
The project promotes an exceptional academic environment through the innovative use of technology.	Required ¹
A college dean or director certifies that the project serves the institutional mission and is aligned with the University of Florida strategic plan.	Required ¹
A UFIT associate CIO or director ² certifies that the proposal is technically feasible, and the initial budget request is a reasonable first approximation of funds required for success.	Required ¹
If the project requires recurring resources, the concept paper and proposal must include a viable sustainability plan ³ .	Required ¹
The project is innovative in delivering a new service, resource, implementing a concept or delivery method, and not simply upgrading existing services or facilities.	Required ¹
The 2-year project budget includes only technology items and does not include salary, services, facilities, furniture, and similar items.	Required ¹
The project meets all ADA ⁴ requirements and complies with the UF Electronic and Information Technology Accessibility Policy.	Required ¹
The project outlined in the concept paper improves student learning experiences.	
The project improves the capacity to create, innovate, and high-quality learning environments.	
If the project is to be used in or by courses, it includes the involvement of course instructors utilizing the technology.	
The project can reach students, faculty, and staff across the University and beyond to achieve a common good.	
The project outlined in the concept paper efficiently uses existing resources and services (does not duplicate services or infrastructure).	
The project improves the technical skills, competency, and success rate of students.	

¹ Proposals not meeting this requirement will not be considered.

² These are direct reports to the CIO.

³ Recurring funds must be provided by the unit of the proposer or generated by the project.

⁴ The American Disabilities Act (ADA) requires that Web and other resources provide individuals with disabilities an equivalent experience to individuals without disabilities

Instructions:

In filling the attached template make sure that the requirements in the Scoring Criteria Table are met. Concept Proposals not meeting the requirements will not be considered. Also note how the full proposals are scored and address each of the scoring criteria in your proposal.

The template includes the following items:

- 1) **Title:** Make sure that the title is descriptive and short. Avoid technical jargon and focus on the benefits of the project.
- 2) **Proposer,** affiliation and, contact information: Make sure that a contact person is clearly identified, as well as the person's affiliation and contact information (***email, department, unit or organization, physical address, and phone***).
- 3) **Purpose:** What is the proposal intended to improve or facilitate? Why is it important to do so? What are the expected outcomes? How is this project innovative, and could it be scaled in the future? Clearly outline the objectives of this project so that it can easily be determined if they are achieved by the end of the project.
- 4) **Impact/Benefit:** Who benefits? In what ways? What are the implications of how this project is innovative? Does it leverage existing resources?
- 5) **Sustainability:** If the project requires recurring resources, how will these be acquired? Who will be responsible and is committed to providing these resources.
- 6) **Timeline:** What specific activities are to be carried out, and when is each objective/benchmark achieved?
- 7) **Budget & Budget Narrative:** What is the expected cost of the project? Include startup costs, operating costs, and equipment costs when appropriate. A maximum of two years is allowed for budget.

Items 1-7 must not exceed four (4) pages. Do not alter the font or the margins.

Items 1-7 must be submitted electronically in the attached template to alallen@ufl.edu.

All materials must be received by the advertised deadline. Materials not received by April 7, 2024, will be returned to the proposer for submission in the next cycle

2024 Technology Fee Full Proposal

Title: Enhancing Access to Technology Equipment for Dance Majors

Proposer:

Madison Pieczynski, student in the School of Theatre + Dance, College of the Arts, mpieczynski@ufl.edu, 252.525.7787

921 SW Depot Ave, Apt 405 Gainesville, FL 32601

Sponsoring Organization:

Dance Student Council in School of Theatre + Dance, College of the Arts

Faculty sponsor: Alex Springer, Assistant Professor of Contemporary Dance in the School of Theatre + Dance, College of the Arts, aspringer@arts.ufl.edu, 248.320.2443

1800 McCarty Dr, School of Theatre + Dance, McGuire Pavilion, Room 232 Gainesville, FL 32611

Purpose and Specific Objectives: Impact/Benefit:

The purpose of this grant proposal is to enhance access to technology, specifically video equipment, for dance majors in the School of Theatre and Dance. This initiative aims to provide students with essential tools such as DSLR cameras, SD cards, laptops capable of HD/4K editing, gimbals, and tripods, which are crucial for students' academic projects and creative growth. By facilitating access to these resources, students will be able to create high-quality dance films, promotional reels, record rehearsals, auditions, and performances, and explore innovative projects at the intersection of dance and digital media.

Access to technology equipment is vital for dance majors as it enables us to enhance our learning experience and creative output. This equipment will support students in various projects, including dance films, and professional development activities like creating reels or video auditions. Additionally, it will aid in capturing high-quality footage for senior projects and immersive performance-making, enriching their academic journey and future career prospects. In order for dance majors to be positioned as artists on the leading edge of the field, we need high-quality equipment that we do not currently have to realize these many curricular and professional development projects. In addition, many dance programs across the U.S. and internationally have robust dance film and technology hardware and software. To be a competitive program, we need this equipment too.

By providing access to technology equipment solely for student use, we aim to facilitate fully realized projects supported by the school. This initiative will empower students to explore their creativity, develop their technical skills, and produce high-quality dance film and intermedia work that reflects the standards of our institution.

This project is innovative as it addresses a current gap in resources available to dance majors. The equipment detailed above and in the budget (cameras, laptops, gimbals, tripods, etc.) are not currently available for students in the dance program, making it a unique and impactful initiative. In addition, it meets the growing needs of many curricular activities, such as the creation of dance films for Dance Composition, other Choreography-based courses, and programs, such as Senior Thesis Concerts, and the Dance and Digital Media course. In particular, the course Dance & Digital Media (DAN 2422) is a curricular requirement for all second year majors. The class gives students experience working with digital mediums, but currently lacks robust video equipment to allow students to fully engage filmmaking. The equipment requested in this proposal would make possible high-quality video production in this course as well as support upperclass students as they continue to build their digital portfolios.

This proposal also enhances the School of Theatre + Dance's goals inline with the AI initiative campus-wide. As students become more versed with technology, this equipment naturally integrates with immersive and responsive world-building via AI technologies. Computers, cameras, and tripods would pair well with AI and the Arts Professor Heidi Boisvert's work integrating AI with human movement. Furthermore, this project has the potential to be scaled in the future by expanding access to sound and lighting equipment, further enhancing students' ability to create immersive and technically sophisticated projects.

Objectives:

To provide dance majors with access to essential technology equipment for their academic projects.

To enhance students' ability to create high-quality dance films, and recordings of rehearsals, auditions, and performances.

To support students in exploring innovative projects at the intersection of dance and digital media.

To facilitate fully realized projects supported by the school, enriching students' academic and creative experiences.

Enhancing dance majors' access to technology equipment is a critical step in supporting their academic and creative endeavors. By providing students with the tools they need to succeed, we can empower them to push the boundaries of traditional dance practices and create innovative and impactful work. This project has the potential to transform the educational experience of dance majors and position our institution as a leader in dance education.

Sustainability:

This proposal is a one-time funding request. The equipment purchased will create a foundation for student dance and digital media projects in the Dance Area and create connections across the curriculum. The proposed camera kits will remain useful in capturing high-quality digital video for many years and will increase the accessibility of digital technology for all Dance majors. Future updates to the equipment will require Dance Area to seek additional funding.

In DAN 2422 Dance and Digital Media, students are trained on DaVinci Resolve editing software, a free professional-level editing platform, removing any need for software support.

Timeline:

Month June - August 2024: Equipment Procurement and Setup

- Objective: Purchase and set up technology equipment for student use.
- Activities: Place orders for selected equipment. Coordinate delivery and installation.
- Benchmark: All equipment delivered, installed, and ready for student use.

Month September - December 2024: Student Training and Project Initiation

- Objective: Familiarize students with the use of technology equipment and support the initiation of their projects.
- Activities: Conduct training sessions for students on equipment operation and project planning. Provide technical support as needed.
- Benchmark: All students trained and actively working on projects.

Month January - April 2025: Project Completion and Evaluation

- Objective: Support students in completing their projects and evaluate the impact of the equipment on their work.

- Activities: Provide ongoing technical support and guidance to students. Collect feedback on equipment usability and project outcomes.

- Benchmark: All student projects completed and evaluated.

Month May 2025: Reporting and Future Planning

- Objective: Compile project reports and plan for future scalability and sustainability of the initiative.

- Activities: Generate reports on the impact of the equipment on student projects. Evaluate potential expansion of the initiative, such as scaling access to sound equipment.

- Benchmark: Project reports completed and submitted. Future planning outlined for scalability.

Budget:

EQUIPMENT	COST	QUANTITY	EXPENSE	LINK:
DSLR Camera Kit	\$2,262.53	4	\$9,050.12	https://www.bhphotovideo.com/c/product/1583793-REG/sony_back_to_school_photo.html
MacBook Pro	\$1,599	2	\$3,198	https://www.bhphotovideo.com/c/product/1793756-REG/apple_mbp14m304sg_14_macbook_pro_m3.html
Gimbal	\$299	4	\$1,196	https://www.bhphotovideo.com/c/product/1585004-REG/zhiyun_tech_crane_2s_kit_crane_2s_handheld_gimbal.html
External Hard Drive	\$159.99	4	\$639.96	https://www.bhphotovideo.com/c/product/1595432-REG/sandisk_sdssde61_2t00_g25_2tb_extreme_portable_ssd.html
Lighting Kit & Heavy Duty Case	\$3,126	1	\$3,126	https://www.bhphotovideo.com/c/product/527159-REG/Arri_571979W_650W_Fresnel_Compact_3_Light.html
Slate	\$34.95	2	\$69.90	https://www.bhphotovideo.com/c/product/1030772-REG/elvid_ps_911_c_9x11_acrylic_dry_erase.html
		TOTAL:	\$17,279.98	

Technology Fee Full Proposal Template Sponsor Signature Form

Title: Enhancing Access to Technology Equipment for Dance Majors

Proposer's Name: Madison Pieczynski

Note: By signing this form the sponsor is making a commitment to support the project. This may include providing startup, recurring or equipment replacement resources as presented in the attached budget.

Signature of sponsor: College Dean, or Unit Director, or VP for Student Affairs.



Tiza Garland, Interim Director--School of Theatre and Dance

18 March, 2024

Name and Title

Date

Note: By signing this form the UF IT unit is making a commitment to manage the project if selected for submission of a full proposal. This may include providing startup, recurring or equipment replacement resources as presented in the attached budget.

Signature of unit UFIT Director of a core unit:



3/19/2024 | 10:29 AM EDT

Name and Title

Date

Certificate Of Completion

Envelope Id: 91DC342FD355426F9F8C7F5E48FFD534	Status: Completed
Subject: Here is your signed document: 2024-Tech-Fee-Full-Proposal, Dance Student Council.pdf	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Disabled	Envelope Originator:
Enveloped Stamping: Disabled	Mark McCallister
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	971 Elmore Drive, Rm 102
	PO Box 115250
	Gainesville, FL 32611
	markm@ufl.edu
	IP Address: 128.227.190.102

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Status: Original	Holder: Mark McCallister	Location: DocuSign
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Signer Events

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Mark McCallister markm@ufl.edu Director, Academic Technology University of Florida Information Technology Security Level: Email, Account Authentication (None)	Sent: 3/19/2024 10:28:39 AM Viewed: 3/19/2024 10:28:44 AM Signed: 3/19/2024 10:29:30 AM Freeform Signing
Signature Adoption: Pre-selected Style Using IP Address: 128.227.190.102	

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Status	Timestamp
Alexander Springer aspringer@arts.ufl.edu Security Level: Email, Account Authentication (None)	Sent: 3/19/2024 10:29:30 AM Viewed: 3/19/2024 10:51:48 AM

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 Accepted: 5/19/2023 4:03:01 PM
 ID: c3027d1b-b605-4f68-91bc-a12ee92fc344

Anne Allen aallen@ufl.edu University of Florida Security Level: Email, Account Authentication (None)	Sent: 3/19/2024 10:29:31 AM
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/19/2024 10:28:39 AM
Certified Delivered	Security Checked	3/19/2024 10:28:44 AM
Signing Complete	Security Checked	3/19/2024 10:29:30 AM
Completed	Security Checked	3/19/2024 10:29:31 AM

Payment Events	Status	Timestamps
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- To contact us by paper mail, please send correspondence to:

University of Florida Information Technology
Attn: UFDocuSign Service
P.O. Box 113359
Gainesville, FL 32611-3359

To advise UF of your new e-mail address

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In addition, you must notify UF to arrange for your new email address to be reflected in your UFDocuSign account by following the process for changing e-mail in the UFDocuSign system.

Recommended hardware and software

Operating Systems:	Most recent final release versions: Windows® and Mac OS®
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

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