

active learning center

grant proposal guide

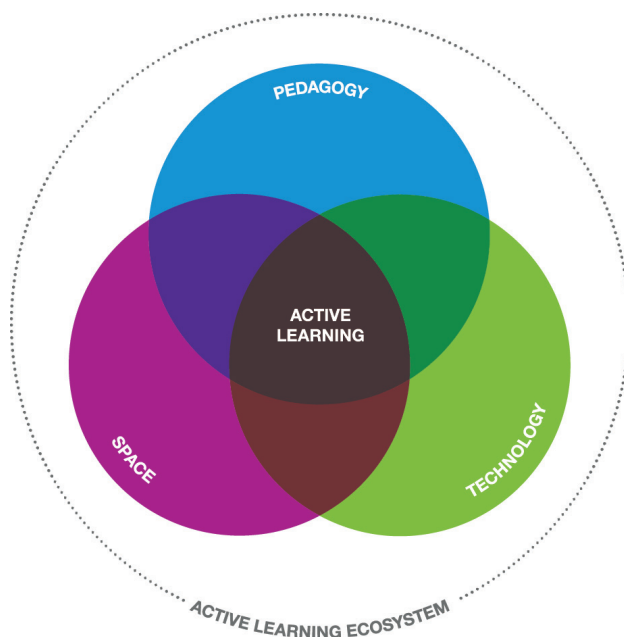
Steelcase Education: Active learning solutions can improve student success

At Steelcase, we are focused on helping schools, colleges and universities create the most effective, rewarding and inspiring learning environments to meet the evolving needs of students and educators. Through our insight-led research and innovation in furniture, tools and technologies for learning spaces, we have a passion for understanding how learning best takes place and how smarter, active learning spaces can help.

Amidst all the changes in student engagement, technology and education, we are working with educators and designers to rethink classrooms, libraries, cafes, in-between and other informal spaces to incorporate user-friendly technology, flexible furniture and other tools to support active learning. Professional development and training help to foster learning and continuing education for instructors. And, our commitment to education remains at the forefront of everything we do, now and in the future.

The change from passive to active learning often creates tensions that hinder adoption of new ways of learning and teaching. To ease these tensions, Steelcase advocates an active learning ecosystem that equally supports and incorporates pedagogy, technology and space. By looking at how individuals learn and considering the requirements and interdependencies of these factors, new protocols for advanced learning environments are established.

The active learning ecosystem should be considered holistically – not only as part of the building master plan, but part of the learning master plan as well. This learning space strategy influences all spaces – from classrooms to libraries and cafes – and helps connect different stakeholders in their quest for higher level learning throughout the day.



Grant overview

The Active Learning Center Grant invests in visionary educators and educational institutions that promote the advancement of active learning. As a grantmaker, Steelcase Education seeks to identify and support leading educators and educational institutions looking to implement and expand active learning initiatives by leveraging physical classroom space. Our interest centers on advancing our understanding of the impact of active learning on pedagogy, technology and the built space, acting in one holistic ecosystem.

The focus of this grant program is limited to classrooms for grades 6 – 12 or within a college or university, and located in the United States or Canada.

Annually, up to 15 grants are awarded, each providing one active learning classroom, including furniture, integrated technology, design review, installation, training and post-occupancy evaluation. Grant recipients choose from three types of classrooms designed for 28 – 32 students, valued in the range of \$35,000 – \$50,000, depending on the classroom application.

Study the three classroom options on pages 10 – 12 to determine which one will be most effective to support your pedagogy.

Thoroughly familiarize yourself with the Steelcase Education Active Learning Center Grant and determine its relevancy to your education strategies. If you conclude that your strategies align with this opportunity, and your institution can fulfill the requirements, we welcome your grant proposal.

grades 6 – 12
colleges+
universities

up to **15**
grants

classrooms of
28–32
students

\$35,000 – \$50,000 value

Grant parameters

Steelcase Education is committed to the advancement of active learning through Active Learning Centers. Grants awarded include the expectation that each grant recipient supports this objective.

Commitment of Steelcase Education and our installing dealer to each grant recipient

- **Installation.** Installation of an Active Learning Center (agreed-upon furniture and technology products chosen from classroom options on pages 10 – 12).
- **Training.** Training for grant recipient educators in the use of active learning classroom furniture and technology.
- **Evaluation.** Steelcase Education administration of the Active Learning Post-Occupancy Evaluation.
- **Community of Practice.** Steelcase Education sponsorship and facilitation of a community of practice among grant recipients during the two-year grant period.
- **Signage.** Signage for the classroom designating it as a Steelcase Education Active Learning Center.
- **Communications.** Availability of Steelcase Education communication materials to help grant recipients disseminate information about their award and the Active Learning Center experience.
- **Public Relations.** Steelcase Education public relations activity about the Active Learning Center Grant and 2015 recipients.



Grant parameters continued

Commitment of the grant recipient

- **Classroom.** A dedicated classroom with the appropriate square footage per student (designated by the classroom layout selected) with commitment to update floor covering, paint, lighting, etc. if necessary. (Include photographs of the space with your grant request. Proposals will not be judged by the current condition of the space.)
- **Training.** Participation in Steelcase Education training in the use of Active Learning Center furniture and integrated technology.
- **Impact.** Conduct an impact study to answer the question: What impact does the new Active Learning Center have on supporting your desired pedagogy, teaching, learning and student success? Why?
 - **Evaluation.** This study minimally includes completion of the **Active Learning Post-Occupancy Evaluation (POE)**, administered by Steelcase Education. Results will be made available to the educational institution and Steelcase Education. If the recipient chooses to complete classroom assessments in addition to the Steelcase POE, these results will be shared with Steelcase Education.
 - **Measurement.** In addition, the impact study will include a measurement plan for how the institution will track progress toward your goals.
 - **Dissemination.** It also includes a dissemination plan for how you will share your specific insights with internal and external audiences. Recipient may elect to disseminate learnings from the impact study separately or jointly with Steelcase Education (e.g. case studies, white papers, presentations and/or co-presentations, etc.). In either case, the recipient and Steelcase Education must be referenced in one another's materials.
- **Report.** Completion of an annual report (each year during the two-year commitment of the grant) that incorporates all the specific results of your impact study (post-occupancy evaluation, progress toward your measures of success), insights into active learning and actions taken to disseminate your learnings to key internal and external audiences. (Annual report template will be provided.)
- **Signage.** The classroom will include signage designating it as a Steelcase Education Active Learning Center (signage provided by Steelcase Education).
- **Access.** Provide Steelcase Education and the installing dealer with reasonable access to the Active Learning Center for purposes of sharing the installation with other educational institutions in the area (Steelcase Education will request access at least two weeks in advance whenever possible).
- **Community of Practice.** Participation in a community of practice (two conference calls per year) to discuss experiences, insights and best practices with the other educational institutions awarded grants in the same year.
- **Communications.** Grant Steelcase Education permission to use the name of your institution and other agreed-upon content (e.g., annual reports, videos, case studies, etc.) in Steelcase Education communications.

All grantees must sign a three-party agreement (educational institution, Steelcase Education, Steelcase dealer) committing to abide by the grant terms and conditions.

Why and how we make grants

Steelcase Education is committed to achieving lasting change that promotes active learning environments. Through our grantmaking, we support innovative thinkers, educators and educational institutions working to accomplish this through use of Active Learning Centers. Because our mission is deep and our resources are limited, we carefully target our support where we believe it can be most effective and make the greatest impact.

In the 2014 – 15 grant cycle, we will evaluate proposals from institutions that demonstrate these characteristics and attributes:

- Educational strategies of the institution that align with active learning philosophies
- Robust plans for completion of the impact study as described in this guide
- Thoughtful and comprehensive plans to disseminate learnings over the two-year grant cycle
- Overall quality of the proposal (describing the anticipated impact an active learning space will have on the learning experience and ultimately student success)

Proposals are reviewed and grant recipients are selected by the Steelcase Education leadership team.

What we do not fund

Steelcase Education makes grants to projects that align with our mission and focus to advance active learning educational issues.

- We do not provide funds for projects related to health, sports or early childhood education
- We do not fund vocational education or student projects
- We do not fund projects solely intended for the purposes of advocacy

How we monitor grant recipients

- **Countersigned three-party agreement.** This document establishes the grant conditions. Each grantee and official institutional representative is required to sign the agreement.
- **Site visits.** Steelcase Education representatives will visit the installed Active Learning Center at least two times during the two-year term of the grant.
- **Reporting.** During the two-year grant term, recipients are required to submit annual reports that are reviewed by Steelcase Education for compliance with the grant terms.

Two-year grant award cycle

December 8, 2014	Grant process opens
February 27, 2015	Closing date for receipt of grant submittals
April 15, 2015	Grant recipients notified
May 15, 2015	Signed agreements received from all grant recipients
May 29, 2015	Classroom design and specifications complete
June 15, 2015	Classroom orders placed
July – August 2015	Installation of Active Learning Centers
September 2015	Training for grant recipients
September 2015 – August 2017	Two-year cycle of communication with grant recipients, grant applicants, interested audiences
June 30, 2016	First annual report submitted
June 30, 2017	Second annual report submitted

Applying for a grant

Thoroughly review the Insights and Application Guide and the Technology-empowered Learning white paper.

Utilize the grant proposal template.

Register and submit your completed proposal electronically at Steelcase.com/ActiveLearningCenter

Questions?

If you have questions related to our grant guidelines, submitting a grant proposal or other issues, please email us at education@steelcase.com.

We will respond to all inquiries within two business days. In addition, all FAQs will be posted on Steelcase.com/ActiveLearningCenter weekly.



The Steelcase Education Active Learning Center is not related to grants issued by the Steelcase Foundation or to the work of Steelcase Corporate Relations.

Steelcase Education supports equal opportunity in its grant making and internal policies.

Grant awards classroom options

Node classroom

Verb classroom

Blended classroom

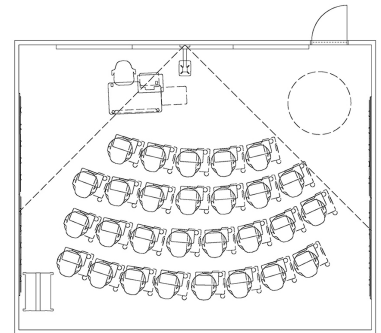
Node classroom

Multi-modal learning is more effective when seating is arranged and rearranged effortlessly. Traditional classroom seating has limited mobility, putting the burden on educators to adapt. With Node, a classroom can transition from lecture to team mode and back again, without interruption.

- Classroom solutions empower each student’s ability to comfortably see and hear
- Enables students to easily reconfigure into small groups that increase interaction
- Verb instructor station supports a variety of postures during teaching, evaluating and mentoring

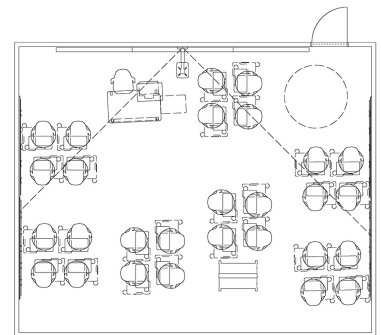
metrics

students supported	28
square feet per person	22.5
Valued at \$38,600	



mode: lecture

Swivel seating enhances connections, even in lecture mode.

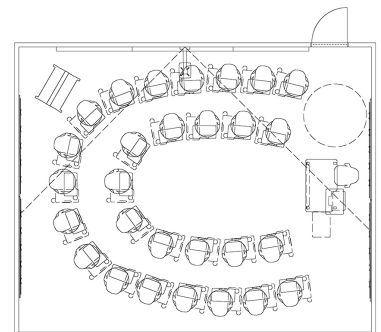


mode: group

Modal switching occurs in seconds, increasing interactions between students and minimizing disruptions.

Classroom furniture and technology

- ēno flex offers analog and interactive surfaces to support varied instructional resources
- Verb personal whiteboards encourage student creativity and offer privacy when needed
- Verb wall track and easels enable information persistence
- Verb instructor station supports a variety of postures during teaching, evaluating and mentoring
- Verb easel allows collaborative tools to move with students
- Node seating with personal worksurface swivels in tandem with seat for comfort and focus while supporting digital and analog resources



mode: discussion

Swivel seating and mobile casters provide open sight lines to instructor and other students.

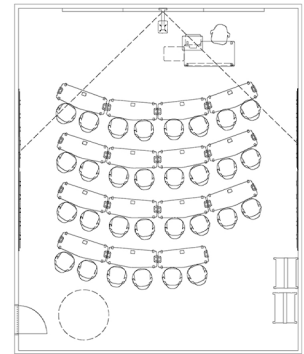
Verb classroom

Movement is key to active learning. When students can move about easily, they are more interactive, collaborative, comfortable and engaged in class. Verb is an integrated system of classroom furniture designed to support a variety of learning and teaching styles, allowing for fluid transitions between modes.

- Includes a designated space for the instructor for teaching, evaluating and mentoring
- Enables group work to support project-based learning
- Encourages dynamic movement, engagement and interaction between students, content and the instructor

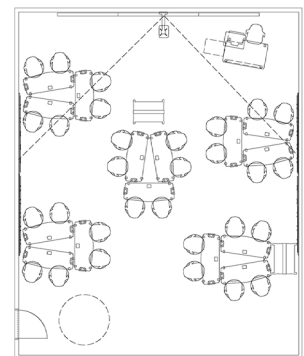
metrics

students supported	30
square feet per person	24.5
Valued at \$48,100	



mode: lecture

The subtle arch created by the chevron table enhances sightlines even in lecture mode.

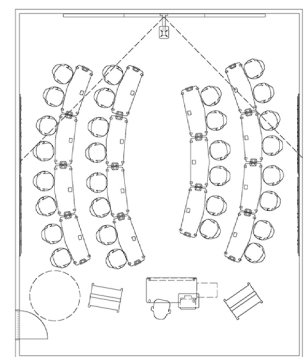


mode: group

Teams of six can easily be configured for group activities. Access legs allow students to connect at the ends of tables.

Classroom furniture and technology

- ēno flex offers analog and interactive surfaces to support varied instructional resources
- Verb personal whiteboards encourage student creativity and offer privacy when needed
- Verb wall track and easels enable information persistence
- Verb instructor station supports a variety of postures during teaching, evaluating and mentoring
- Verb easel allows collaborative tools to move with students
- Node seating swivels and stores personal belongings in the tripod base



mode: discussion

The Verb system supports multiple pedagogies and learning styles, allowing for fluid transitions.

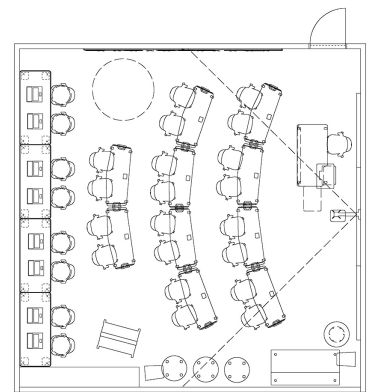
Blended classroom

Instructors and students need choice and control to choose the best space for the activity at hand. The blended classroom can easily morph from lecture mode to independent or team work, to presentation, discussion and back again.

- Includes a designated space for the instructor for teaching, evaluating and mentoring
- Enables instructor to move easily throughout the space to assess student understanding and guide continued skill mastery and application
- Offers a range of settings to enhance self-paced learning

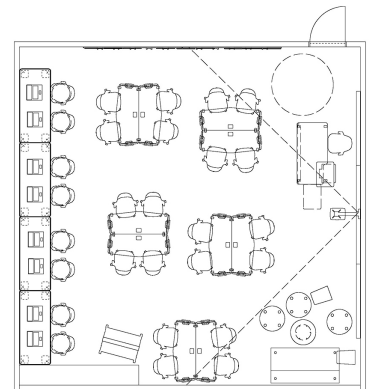
metrics

students supported	28
square feet per person	24
Valued at \$51,200	



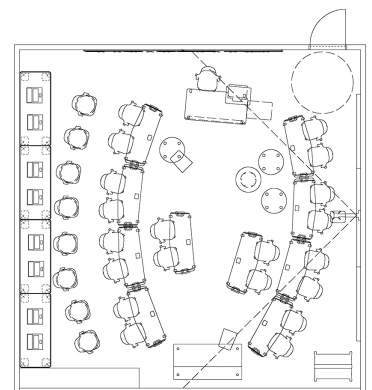
mode: lecture

Swivel seating and chevron design tables on casters enable all students to have open sight lines to instructor and content.



mode: group

Zones within the classroom allow students to work at their own pace with the instructor as a guide



mode: discussion

Flexible furniture fluidly moves to foster rich face-to-face connections.

Classroom furniture and technology

- ēno flex interactive whiteboard may be used as an instructional tool during lectures; students may use it to help illustrate their thinking
- Verb personal whiteboards encourage student creativity and offer privacy when needed
- Verb wall track and easels enable information persistence
- Verb instructor station supports a variety of postures during teaching, evaluating and mentoring
- Verb easel allows collaborative tools to move with students
- Lounge setting offers postural choice and enhances discussions, sharing and collaboration
- Node seating swivels for enhanced connections and offers height adjustability to support all users