**Common Ground Pilot**

**Proposal Form**

Complete this form to apply for seed funding for a new or re-worked class that meets the [criteria for Common Ground subjects](https://computing-dev.mit.edu/cross-cutting/common-ground-for-computing-education/for-instructors#criteria). This form may also be used to propose Common Ground pilots *without* requesting funding. The pilot need not be in its final form, but must involve faculty/lecturers from two or more academic departments and have, at minimum, a draft syllabus. If you have an idea for a subject and would like assistance from the Common Ground Standing Committee to connect you with faculty from other departments, please email the subcommittee co-chairs ([cg-subcomm-cochairs@mit.edu](mailto:cg-subcomm-cochairs@mit.edu)).

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| **Primary Contact(s)** To add more contacts, place cursor in bottom right cell and hit the Tab key. | | | |
| **Name and title** | **Department** | **Email** | **Phone** |
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| **Prospective Instructors and Teaching Staff** Provide name, title, and department for anyone else involved in the development and/or teaching of pilot. | | | |
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| **Describe the pilot, including an overview of the material covered, how you will structure the content, and your anticipated timeline for developing and offering the class.** |
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| **Describe how the subject meets the criteria of the Common Ground: having core computational content that is broadly applicable, cross-fertilized across disciplines, and blended with discipline-specific material.** |
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| **Additional Subject Details** Please complete to the best of your ability. | | | | |
| **Working Title** |  | | | |
| **Enrollment Limitations (if any)** | |  | **Units** |  |
| **Suggested Cross-listings/Equivalencies** | |  | | |
| **Target Student Audience** | |  | | |

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| **What kind of preparation should students have in order to take this class? Where possible, list specific subjects that would be appropriate as a prerequisite.** |
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| **How does this class fit within the curricula of different departments? I.e., could it potentially satisfy a program requirement or elective?** |
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| **Note any closely-related subjects offered at MIT (in- or outside the collaborating departments). Please comment on how the proposed subject would be different.** |
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| **Do you envision this class as part of a series or sequence of new or existing subjects (within or outside of Common Ground)?** |
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| **Describe how the co-development and co-teaching of this subject will work across participating departments.** |
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| **List any MIT departments not currently involved in this proposal that could potentially collaborate or use this class for its students.** |
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| **Briefly explain plans for using Common Ground funds as part of your budget.** A detailed breakdown should be provided in the budget form. (If you are not requesting funding, you may skip this question.) |
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| **Additional Information** Provide any additional information that may be useful to the Common Ground Standing Committee. |
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Please submit your proposal form, along with the items listed below, to [commongroundproposals@mit.edu](mailto:commongroundproposals@mit.edu).

* Syllabus (a rough draft is fine)
* Letters of support from department heads (one for each department)
* Budget sheet (required, even if not requesting Common Ground funding)

For more information on the proposal process, visit <https://computing.mit.edu/cross-cutting/common-ground-for-computing-education/for-instructors/>. If you have questions, please send email to [common-ground@mit.edu](mailto:common-ground@mit.edu).

**Thank you!**