



MITx Grant Program Budget Overview

What MITx Will Fund in Your Project Budget:

Typically, **\$10K-\$100K** is awarded to support:

- **Personnel resources:** Staff needed to develop the module and assist in the teaching of the global module. Note: it is expected that the department will fund the necessary TAs to teach the residential module. Staff can include:
 - A part-time department-based project coordinator. Experience has shown that involvement of a department-based project coordinator greatly enhances project success and timely completion and reduces the burden on lead faculty.
 - A part-time TA (if needed) to assist in the teaching of the global module
 - 1-2 undergraduate students to assist with beta testing, reviewing video transcripts, and overall quality assurance.
- **Video production:** Up to \$20k for production and post-production services, in addition to free preproduction support provided by MITx. MITx will coordinate with outside partners and in-house staff to deliver these services. Course teams will be responsible for working with MITx staff and outside vendors to create media assets. If the course team secures media vendors outside of the MITx process, they must coordinate with MITx staff.
- **Intellectual property licensing costs:** Up to \$1-2K to secure necessary permissions for content assets that will be used where you are not the copyright holder. If all of your content is owned and created by you, then you do not need to budget for IP licensing costs.
- **Graphic design:** Up to \$1-2K to have images created in support of your teaching materials. Many faculty already have images and additional graphic design work is not needed.
- **Any additional items that you think are necessary to include that will incur a cost**

In addition to the MITx Grant award, MITx also provides free support in these areas:

- Video training
- edX platform technical help
- IP support
- Accessibility support

Given strong faculty interest and limited ODL funding resources, we encourage applicants to limit requests for ODL funding to essential costs and/or to identify other sources of funding and support (department or external).



What MITx Will Not Fund in Your Project Budget

- No under recovery; ODL grants are not charged overhead
- No travel
- No vacation accrual
- No materials and services
- No equipment such as computers, monitors, etc.

Developing Your Project Budget

Please use the template file as a tool to help you get started. You can submit your MITx Grant project budget using this template or another one that better meets your needs.

All items within the budget must be itemized with actual dollar amounts included. If you are not sure of personnel costs, please reach out to your department Administrative Officer (AO) or Fiscal Officer (FO) who can assist with salary and EB information for the staff you seek to hire.

Guide to Estimating Video Costs (estimates are per 5-10 minute video)

- Expert Interview, recorded on-site: \$2,000
- On screen demonstration, including background footage, recorded on-site: \$4,000
- Slides with voiceover: no or minimal costs
- Lecture w/ green screen: \$1,000
- Classroom Filming: \$500 per half day filming
- Lightboard (a transparent writing surface): \$100
- Animations: variable. Please check with MITx about costs.
- Documentary style: \$5-7,000

(please note that these are estimates only, your actual costs will vary)

To see all MITx Grant Program materials and requirements, please go to:

<http://odl.mit.edu/mit-faculty/mitx-grant>

For questions, please contact MITx at mitx-grant@mit.edu.