

FY10 Strategic Priority Initiatives Funding Request Guidelines Call for Proposals for Strategic Priority Initiatives

The Office of Institutional Planning, Research, and Assessment will have funding for strategic priority funding for FY 09. Proposal will be reviewed and prioritized by the Planning Sub Meet and Confer and will be forwarded as recommendations to the Cabinet.

Funding Strategic Priority Initiatives are intended to further Strategic Priorities of the University. Funding will be awarded to the programs/projects of the appropriate division. All applications are due in the Office of Institutional Planning, Research and Assessment, (WA315), no later than 4:30 p.m., December 5, 2008.

Guidelines and Procedures

(Application form must not exceed 3 pages in total length. Applications with more than 3 pages will not be considered.)

1. All full-time members of the university community are eligible to apply **(students, fixed term, and part-time faculty and staff are not eligible)**.
2. If a proposal has more than one option then separate applications must be submitted.
3. If proposing several options to meet same strategic goal, each option must be submitted as a separate proposal.
4. The Planning Sub-Meet and Confer committee will not consider any applications that are submitted after the deadline.
5. Funding is for one fiscal year. Applicant must apply each year.
6. Recipients are responsible for submitting a mid-year report and a final report to the Office of Institutional Planning Research and Assessment (see below).

Proposed Cover Page

1. Strategic Priority Initiative Program/Project Name
2. Total Funds Requested
3. Applicant Name and Mailing address
4. Applicant Signature
5. Email Address and Phone Number
6. Department Director/Chair Signature and Date*
7. Dean Signature and Date*
8. Division/Vice President Signature and Date*

*Proposal might require signatures from multiple directors, chairs, deans, and vice presidents.

Proposal

Include all information requested. See Budget Office regarding fringe benefits. Remember the members of Planning Sub Meet and Confer are from across the university. Therefore, please define all terms in your proposals.

1. Name the strategic priority initiative and the strategic priority initiative objective that is being addressed.
2. Provide a brief description of your project. If applicable, attach a one (1) page narrative for clarification.
3. Briefly explain how the funding request supports the Strategic Priority.
4. Describe measureable outcomes.
5. Define the methods that will be used to assess effectiveness and if this is an on-going or current assessment.
6. Mid Year Report due: **January 25, 2010**
7. Summary Report due: **June 28, 2010**