

**STUDENT ENGAGEMENT, RETENTION AND SUCCESS**

**GRANT Application**

Fall 2017-Spring 2018

**Deadline for Submission: February 24, 2017**

**2017-2018 Student Engagement, Retention, and Success Grant Application Cover Page**

**Project Title:**

**Institution:**

**Project Date(s):**

**Amount Requested:** $

**🞎 NEW PROJECT 🞎 PREVIOUSLY FUNDED**

**I. Type of Program**

🞎 Pilot Program 🞎 Program Enhancement

**II. Collaborative Proposal** 🞎 Yes 🞎 No

**III. High Impact Program**

🞎 Yes

🞎 No

**IV. Targeted Population(s)**

🞎 URM

🞎Adult

🞎Vets

🞎Students with Disabilities

🞎Other (please explain) ­­­­­­­­­­­­­­­

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**Project Title:**

**Institution:**

**Project Team Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Department | Mailing Address | Phone | Email | Role in the project |
|  |  |  |  |  | Project Leader |
|  |  |  |  |  |  |
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**2017 – 2018 SERS Grant Critical Dates**

* + February 9, 2018 – last day to submit drafts to TBR General Counsel office if applicable (see “Submission Requirements” for additional information)
  + February 24, 2017 - proposal submission deadline
  + March 2017 - proposals selected by committee
  + July 1, 2017 - grant period begins
  + February 2, 2018 - mid-year report due
  + April 28, 2018 – deadline to request extension (see “Post-Award Requirements” for additional requirements)
  + June 30, 2018 - grant period ends
  + September 1, 2018 - end of project reports due

**Grant Proposal Narrative**

1. Describe the targeted student populations:
   1. Which specific groups are targeted?
   2. What are the retention and success trends for these student groups?
   3. How many participants are anticipated for this program?
2. Describe the primary purpose of this project:
   1. How does it relate to the goals of the TBR or Institution Completion Agenda, system or campus strategic plan, diversity plan, etc.
   2. How will success with the targeted population specifically impact this goal?
3. Explain how the project will enhance student engagement, retention, and/or success.
   1. For program enhancement proposals, please provide data to show the success of this project to date.
   2. For pilot program proposals, please provide an evidence-based rationale for why this program is expected to positively impact student engagement, retention and/or success.
4. Explain the approach (including timeline and necessary resources) to bring the project to scale, if successful.
5. Outline the steps (including timelines) required to complete the project.
6. Projects must have measurable outcomes in order to determine effectiveness. Outline the assessment plan and specific metrics that will be used to evaluate the outcome of the project.
7. Explain how this project will become self-sustaining and/or how your institution will continue support of the program after the grant period ends.
8. If this is a collaborative project, please identify the collaborators and discuss the nature of the collaboration.
9. What other resources, including in-kind contributions, will be used in conducting this project?

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| --- | --- | --- |
|  | | |
|  | **EXPENSE OBJECT LINE-ITEM CATEGORY** (detailed schedule(s) attached as applicable) | | | | **ORIGINAL GRANT REQUEST** | | **TOTAL PROJECT** | |
| 1 | Salaries | | (detail attached) | | $0.00 | | $0.00 | |
| 2 | Student Wages | | (detail attached) | | $0.00 | | $0.00 | |
| 3 | Benefits | | (detail attached) | | $0.00 | | $0.00 | |
| 4 | Honoraria | | (detail attached) | | $0.00 | | $0.00 | |
| 5 | Supplies | | (detail attached) | | $0.00 | | $0.00 | |
| 6 | Food | | (detail attached) | | $0.00 | | $0.00 | |
| 7 | Facilities | | (detail attached) | | $0.00 | | $0.00 | |
| 8 | Travel / Conferences | | (detail attached) | | $0.00 | | $0.00 | |
| 9 | Stipends | | (detail attached) | | $0.00 | | $0.00 | |
| 10 | Other (Specify) | | (detail attached) | | $0.00 | | $0.00 | |
| 11 | Total In-Kind Expense | | (detail attached) | | $0.00 | | $0.00 | |
| **12** | **GRAND TOTAL** | | | | **$0.00** | | **$0.00** | |
|  |  |  |  |  |  |  |  |  |

2017-2018 SERS Grant Budget Summary

Anticipated number of participants: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Average cost per participant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- |
| **GRANT BUDGET DETAIL** | |
|  | |
| **LINE-ITEM DETAIL FOR: SALARIES** | **AMOUNT** |
|  |  |
| **TOTAL** | **$0.00** |
|  |  |
| **LINE-ITEM DETAIL FOR: STUDENT WAGES** |  |
|  |  |
|  |  |
| **TOTAL** | **$0.00** |
|  |  |
| **LINE-ITEM DETAIL FOR: BENEFITS** | **AMOUNT** |
|  |  |
|  |  |
| **TOTAL** | **$0.00** |
|  |  |
| **LINE-ITEM DETAIL FOR: HONORARIA** | **AMOUNT** |
|  |  |
|  |  |
| **TOTAL** | **$0.00** |
|  |  |
| **LINE-ITEM DETAIL FOR: SUPPLIES** | **AMOUNT** |
|  |  |
|  |  |
| **TOTAL** | **$0.00** |
|  |  |
| **LINE-ITEM DETAIL FOR: FOOD** | **AMOUNT** |
|  |  |
|  |  |
| **TOTAL** | **$0.00** |
|  |  |
| **LINE-ITEM DETAIL FOR: FACILITIES** | **AMOUNT** |
|  |  |
|  |  |
| **TOTAL** | **$0.00** |
|  |  |
| **LINE-ITEM DETAIL FOR: TRAVEL/CONFERENCES** | **AMOUNT** |
|  |  |
|  |  |
| **TOTAL** | **$0.00** |
|  |  |
| **LINE-ITEM DETAIL FOR: STIPENDS** | **AMOUNT** |
|  |  |
|  |  |
| **TOTAL** | **$0.00** |
| **LINE-ITEM DETAIL FOR: OTHER** | **AMOUNT** |
|  |  |
| **TOTAL** | **$0.00** |

**REQUIRED SIGNATURES**

Project Director: Date

Diversity Contact Date

director of grants and sponsored programs Date

Provost/Vice President Signature Date

President/director Date

**for collaborative grants only:**

Collaborative partner, title Date

collaborative partner, title Date