

**STUDENT ENGAGEMENT, RETENTION AND SUCCESS**

**GRANT Application**

Fall 2018-Spring 2019

**Deadline for Submission: February 23, 2018**

**2018-2019 Student Engagement, Retention, and Success Grant Application Cover Page**

**Project Title:**

**Institution:**

**Project Date(s):**

**Amount Requested:** $

**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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**V. Have SERS grant funds been requested for this specific program in the past?**

🞎 Yes 🞎 No

**VI. If so, in what year?  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VII. Were SERS grant funds ever awarded for this program?**

🞎 Yes 🞎 No

**Project Title:**

**Institution:**

**Project Team Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Department | Mailing Address | Phone | Email | Role in the project |
|  |  |  |  |  | Project Director |
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**2018 – 2019 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 23, 2018 - proposal submission deadline
  + March 23, 2018 - proposals selected by committee
  + March 30, 2018 – notification of awards
  + May 15, 2018 – notification deadline of acceptance to TBR
  + July 1, 2018 - grant period begins
  + February 4, 2019 - mid-year report due
  + April 30, 2019 – deadline to request extension (see “Post-Award Requirements” for additional requirements)
  + June 30, 2019 - grant period ends
  + September 3, 2019 - end of project reports due

**Grant Proposal Narrative**

1. Describe the targeted student populations:
   1. Which specific groups are targeted?
   2. What are the indicators for the selected groups which the grant will help to improve?
   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. Provide the projected improvement as a result of receiving a SERS grant.
   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 for the selected population.
4. For HIP proposals, please discuss the following:
   1. How does the institutional HIP self-study data provide evidence to support the need for the proposed HIP project?
   2. For HIP program enhancements, how have initial measures on the self-study data changed as a result of the project?
5. Outline the steps (including timelines and necessary resources) 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 success 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 including the roles of the collaborators in the project.
9. What other resources, including in-kind contributions, will be used in conducting this project? Please list those in-kind contributions here.

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|  | **EXPENSE OBJECT LINE-ITEM CATEGORY**  (detailed schedule(s) attached as applicable) | | | | **ORIGINAL GRANT REQUEST** | |
| 1 | Salaries | | (detail attached) | | $0.00 | |
| 2 | Student Wages | | (detail attached) | | $0.00 | |
| 3 | Benefits | | (detail attached) | | $0.00 | |
| 4 | Honoraria | | (detail attached) | | $0.00 | |
| 5 | Supplies | | (detail attached) | | $0.00 | |
| 6 | Food | | (detail attached) | | $0.00 | |
| 7 | Facilities | | (detail attached) | | $0.00 | |
| 8 | Travel / Conferences | | (detail attached) | | $0.00 | |
| 9 | Stipends | | (detail attached) | | $0.00 | |
| 10 | Other (Specify) | | (detail attached) | | $0.00 | |
| **11** | **GRAND TOTAL** | | | | **$0.00** | |
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2018-2019 SERS Grant Budget Summary

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

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

Business officer (or designee) Date

President Date

**for collaborative grants only:**

Collaborative partner, title Date

collaborative partner, title Date