

# BLOOMSBURG UNIVERSITY

## Presidential Strategic Planning Grants

### REQUEST FOR PROPOSALS (RFP)

#### PURPOSE:

To support the University Strategic plan (*Impact 2015*) by funding new innovative projects and the development of Centers of Excellence and Innovative Programs that will lead to academic excellence, fiscal sustainability, enhanced enrollment management and/or a stronger sense of community.

#### ELIGIBILITY

**All Bloomsburg University faculty and staff.**

#### THE NATURE OF PROPOSED ACTIVITIES

Proposals must include one or more of the following:

- A new **Project**, submitted by a university individual or group of individuals, which addresses one or more action items within any strategic issue(s) as identified in “Impact 2015”. Total awards will range from \$2,500 to \$10,000. Preference will be given to projects which involve multi-disciplinary and/or outside community involvement.
- A university “**Center of Excellence**” (physical or virtual) or **Innovative Program** that will have positive university-wide and regional impacts. Such Centers are to be designed to address one or more Issues and Actions of *Impact 2015*, address the needs of the Commonwealth, and will ultimately lead to external funding support and eventual self-sufficiency. Preference will be given to multi-disciplinary team efforts and those that are likely to become self-sufficient. Each award may be funded to a maximum of \$25,000.
- Projects may extend for multiple years but must have clearly defined start and end dates.

Centers of Excellence and Innovative Programs: Innovative and resourceful approaches to academic, student, and campus life which promote connections between campus and community and collaboration among campus groups; such Centers or Innovative Programs will give local, regional, national, or international prominence to Bloomsburg University.

Brief descriptions and award amounts from last year’s funded awards can be found on pages 12-14 of the *Impact 2015-Year End Report* found at <http://www.bloomu.edu/president/strategic>

#### EVALUATION CRITERIA

The following criteria will be applied to the evaluation of proposals:

- 1- **Impact** –Proposal shows potential to affect significant, positive and long-term change in the university or community. (20 pts)

- 2- **Focus** – A well-defined focus on what is to be accomplished or what deliverables will be met, as well as the direct connection to one (or more) Strategic Issue(s) and Action item(s) as identified in Impact 2015. (20 pts)
- 3- **Reach** – Ideas that involve collaborations across departments or colleges and those that impact a wider audience (campus and community) are favored. (20 pts)
- 4- **Value** - Expected cost effectiveness and enhanced efficiencies (Centers of Excellence should clearly describe plans for long-term sustainability). (10 pts)
- 5- **Plan** - A well-defined methodology of approach to realize the goals established in the proposal. (10pts)
- 6- **Expertise** – A demonstrated record of the necessary skills and expertise by the project participants. (10 pts)
- 7- **Success** - Clearly defined measures for proposal accomplishment and/or assessment. (10 pts)

Proposals will be evaluated by the Presidential Strategic Planning and Resource Council (SPARC) who will make funding recommendations to the President for final approval.

#### FUNDING RANGE

The President has committed \$100,000 to this competition for the fiscal year 2012. Additionally, the Bloomsburg University Foundation through the Henry Carver Fund has committed \$100,000, for a total funding amount of \$200,000. Funding is designed for one-time, seed money to launch new initiatives or to enhance on-going efforts, all with a clear and direct connection to specific issues and action items of *Impact 2015*. Funding will fall into two categories: Individual/group Projects and Centers of Excellence and Innovative Programs.

#### PROPOSAL INSTRUCTIONS

Complete proposals (Items 1 through 4, as listed below) must follow the guidelines, heading order and page limits for each section. The font size must be no smaller than 11 point, pages should have at least 1 inch margins, and pages should be numbered. **Proposals not adhering to these guidelines will not be reviewed.**

The following items and headings must be included in all proposals, in the following order

1. Title Page - The required format is appended. (1 page)
2. Summary- Limited to 150 words. (separate page)
3. Description – Detail the activities, timelines, objectives, background, deliverables and significance of the work, all in light of the Strategic Plan--*Impact 2015*. Qualifications of the coordinators, as well as the criteria for evaluation should be embedded in the dialogue. (3 page maximum)

4. Budget and Budget Justification. What funds are being requested, what funds are already committed (if any), and detailed line item budget with justification for the requested amounts. (2 pages maximum, including budget justification)

#### EVALUATION PROCESS

Proposals **must** be endorsed and signed by the relevant Chair/Director/Manager and appropriate Dean/AVP/VP.

#### SUBMISSION AND DEADLINE

Proposal complete with all signatures (Chair/Director and appropriate Dean/AVP/VP) must be emailed to the university grants office at [bugrants@bloomu.edu](mailto:bugrants@bloomu.edu) by 5:00 pm **February 24, 2012**.

#### Final/ Progress Reports

An assessment report is due within 30 days of proposal completion date (as noted on cover page). Final reports are forwarded to the Office of Research and Sponsored Programs, 212 Centennial Hall, Ext. 4129.

**BLOOMSBURG UNIVERSITY**

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TITLE PAGE

Project Title:

Strategic Issue(s) directly addressed: [refer to *IMPACT 2015*]

Targeted Strategic Action Plan(s) [refer to *IMPACT 2015*]

Has this project been submitted elsewhere for funding, or received prior funding from any other source? If so, where and when \_\_\_\_\_

Total Requested: \$

Project start date:

End date:

Project Coordinator/ (name, position, department, phone)

Other Participants (names, positions, departments, email, phone #'s)

PROJECT SUMMARY  
(limit to approx. 150 words)

By signing below, I give my consent to, and support for, the proposal as described above. I have considered the impact on university personnel resources, including staff support.

\_\_\_\_\_  
Coordinator (Print/sign)

\_\_\_\_\_  
Chair/Director (Print/sign)

\_\_\_\_\_  
Chair/Director (Print/sign)

\_\_\_\_\_  
Chair/Director (Print/sign)

\_\_\_\_\_  
Dean/Manager (Print/sign)

\_\_\_\_\_  
Dean/Manager (Print/sign)

\_\_\_\_\_  
Dean/Manager (Print/sign)

\_\_\_\_\_

BUDGET

The Budget Summary must include all projected expenses which should be based on estimates provided by suppliers or appropriate university offices. Applicants are expected to request funds only for essential costs not met through other available resources.

For the Centers of Excellence category of proposals that clearly describe a path to on-going success and the likely success in garnering outside funding support, release time for the lead (faculty) Project Coordinator may be requested.

<u>Category</u>	<u>Amount Requested</u>
Operating Expenses (supplies, postage, telephone, etc.)	
Travel	
Equipment	
Other (specify)	
TOTALS	\$

Round all figures to the nearest dollar.

Space requirements  
(if necessary)

Provide justifications for budget categories in the following Budget Justification section.

Budget must be spent by project end date or funds will lapse.

Budget Justification (use 1 additional page if necessary):