



The University of Vermont

COLLEGE OF EDUCATION AND SOCIAL SERVICES

DEAN'S OFFICE

September 27, 2017

TO: CESS Community

FR: Scott L. Thomas, Dean

Katie Shepherd, Associate Dean for Academic Affairs and Research

Penny Bishop, Associate Dean for Innovation and Technology

RE: CESS Innovation Fund - 2017-18

We are pleased to invite applications for this year's CESS Innovation Funds. The Innovation Funds are an outgrowth of our strategic planning work and are designed to support a variety of research and program initiatives built around the [College's Strategic Plan](#). These programs are designed to encourage and reward innovation throughout the College, innovations that show promise for moving the College toward its five-year vision in sustainable ways. This year's funding comes from the Dean's Office and private donors. These are not permanent funds and years' resources will shape the breadth and support for subsequent waves of the CESS Innovation Fund program.

This year, applications for funding are being invited in five categories: [Research Grants](#), [Academic Program Innovation Grants](#), [Global Seed Grants](#), [Boost Grants](#), and [Imagine Grants](#). Full details of funding goals and expectations in each category can be viewed through the links above and [the full package of materials can be downloaded here](#). Full-time CESS faculty and staff are eligible to submit proposals. Because this year's major focus is on academic program innovation, a faculty member is required to be the primary applicant on most proposals. One notable exception is with the [CESS Imagine Grant](#) program, which is designed to invite innovative ideas from both the academic and administrative areas of the college. Full-time members of the CESS staff can be the primary applicant on Imagine Grant applications.

All proposals must include a project narrative describing the alignment of the proposed project with the [CESS Strategic Plan](#), program specific Innovation Fund Goals, and department or personal/professional goals. The Innovation Fund program is designed to move us toward our [5-Year Vision](#) as a college and each proposal will be evaluated on the degree to which the proposed activity promises to contribute to that vision in a sustainable way. These are competitive funding programs and there are a limited number of awards that can be made in any category. There is no obligation to award funds if it is judged that proposals do not advance our strategic priorities in a convincing and sustainable way.

It is expected that applicants will work with their department or center budget manager to develop a budget that will be detailed on the [CESS Innovation Fund Budget Worksheet](#). All applications are submitted through the [CESS Innovation Fund Online Portal linked here](#).

Please feel free to contact [Associate Dean Katie Shepherd](#) or [Associate Dean Penny Bishop](#) with questions about the CESS Strategic Innovation funds. We look forward to considering your proposals and your most innovative ideas.



The University of Vermont

COLLEGE OF EDUCATION AND SOCIAL SERVICES

Strategy 2022 Statement
September 2017

Mission: Our mission is to (1) educate and prepare outstanding professionals in education, social work, and human services; (2) engage in policy relevant scholarship of highest quality; and (3) provide exemplary professional service within the state of Vermont, nationally, and globally.

Our actions are designed to promote a more humane and just society, free from oppression, that maximizes human potential and the quality of life for all individuals, families and communities.

Values: Respect, Integrity, Innovation, Openness, Justice, Responsibility

Vision: See Vision 2022 in the Strategic Objectives Document and on the back side of this sheet.

Our Five-Year Resourcing Strategy

By the end of 2022, to increase college-wide student credit hour generation by 13% to 26,700 annually and external research revenue by 50% to \$12M annually by offering the highest quality, research based programming that actively involves the College's strategic emphasis on innovation in (1) our systems approaches to the problems we address, (2) the lessons and perspectives embedded in the Vermont Distinction, and (3) the relentless weaving of our work into the global, multicultural context defining today's most promising opportunities. We bring these three strategic emphases to life across four pathways of excellence that are articulated in the College's Strategic Plan: undergraduate education, graduate education, research, and responsible resourcing.

Our Five-Year Programming Strategy

Our strategy builds on the College's historic prioritization of teaching, research, and service that are family-focused, community-engaged, culturally competent and collaboratively designed.

We are a college of education and social services, and the impact of our work is driven by the systems orientation that we bring to the problems we address in education, human development, counseling, and social work. We strive for academic excellence in each of these areas, and we actively cultivate programmatic connections between these fields that leverage the interconnected nature of the schools, families, and communities that we serve. Our understanding in each area of the college is powerfully enhanced when put in the context of the larger set of forces present in the programmatic domains of other areas of the college. The richest foundation for innovation is found at the intersections between our departments and programs. Enhancing this intellectual and academic architecture across our college is the first strategic component driving us toward distinction and our 2022 vision.

The second core component of our strategy is The Vermont Distinction. The Vermont Distinction is about the people, place, and history of Vermont. It is a distinction that is simultaneously geographic, demographic, economic and historical. It is evident in the long history of grassroots mobilization in our communities, the drive toward direct democracy seen in our Town Meeting Days, the local activism found in myriad community based organizations, and the influence of these activities on the mechanisms of our formal legislative system. That distinction is formally manifested in centuries of nationally pioneering public policies in health, social welfare, land-use, and education that are based on informed anticipation and prevention of problems. We will lead and innovate from these strengths.

Strategy 2022 – College of Education and Social Services September 2017

The third strategic component driving us toward our 2022 vision is the relentless exercise of our responsibility to bring our work to life in the context of the diverse, globalized society of which we are one small part. The impact and distinction of our work as a college ultimately stands on how we understand not just the distinctiveness of our programs but also how they relate to settings across the United States and around the globe.

CESS Vision 2022

SYNERGISTIC: Our academic programs clearly articulate the College’s commitment to the welfare of individuals, families, and their communities. Our work is grounded in an interdependent approach, linking students and families to the schools, human service agencies and citizen organizations that serve and support them and others in our communities.

INTERDISCIPLINARY: The College actively facilitates and brokers inquiry from allied areas across the UVM campus — both disciplinary and professional — that informs perspectives on all topics related to the health and well-being of schools, social service agencies, families, and communities. It is our business to be knowledgeable about the research and service activities in these domains that are being conducted by our colleagues in other colleges and research units on campus.

DISTINCTIVELY VERMONT: Our research and academic programs fully embrace the cultural, demographic, political, economic, and geographic diversity of Vermont. We focus systematically on areas in the state where we feel our work can have the greatest impact, within the scope of financial responsibility.

DIVERSE: We embrace the full diversity of our society in order to realize the promise of liberal education in a research university setting. Diversity brings intellectual vibrancy and that we leverage to better prepare our students academically and professionally to serve the welfare of diverse communities in Vermont and beyond.

GLOBAL: We have a small number of selective international partnerships for academic programs and research activity, and we leverage these partnerships to strengthen our orientation to global learning, our real-world impact, and our visibility domestically as well as abroad.

ACADEMICALLY VIBRANT: We prioritize the academic and continually assess the degree to which our administrative structure and organization contribute to academic excellence and scholarly impact. Every unit within the College is demonstrably connected to driving our core mission and distinction. We work to overcome the challenges that impede our shared progress by identifying and refining levers for progress.

NATIONALLY RECOGNIZED: We achieve and evidence national and international recognition as leaders in research and scholarship in several fields.

STRATEGICALLY RESOURCED: UVM’s Incentive Based Budgeting (IBB) model is fully implemented within the College, providing us with a strategic advantage through the generation of new revenue and growth that enable the substantive research, teaching, and service components of our 2022 vision. As a resourcing tool, IBB is used to encourage and reward the programmatic innovation and entrepreneurial activity that fulfill our core mission and support our distinction as a College.



STRATEGIC PLAN

CESS Mission

The University of Vermont's College of Education and Social Services (CESS) seeks to (a) educate and prepare outstanding professionals in education, social work, and human services; (b) engage in high-quality research and scholarship; and (c) provide exemplary professional service within Vermont, as well as nationally and globally.

CESS Vision 2022

In 2022 we will be:

- **SYNERGISTIC:** Our academic programs clearly articulate the College's commitment to the welfare of individuals, families, and their communities. Our work is grounded in an interdependent approach, linking students and families to the schools and human service agencies that serve and support them and others in our communities.
- **INTERDISCIPLINARY:** The College actively facilitates and brokers inquiry from allied areas across the UVM campus — both disciplinary and professional — that informs perspectives on all topics related to the health and well-being of schools, social service agencies, families, and communities. It is our business to be knowledgeable about the research and service activities in these domains that are being conducted by our colleagues in other colleges and research units on campus.
- **DISTINCTIVELY VERMONT:** Our research and academic programs fully embrace the cultural, demographic, political, economic, and geographic diversity of Vermont. We systematically focus on areas in the state where we feel our work can have the greatest impact, within the scope of financial responsibility.
- **DIVERSE:** We embrace the full diversity of our society (ascriptive and ideological) in order to realize the promise of liberal education in a research university setting.
- **GLOBAL:** We have a small number of selective international partnerships for academic programs and research activity, and we leverage these partnerships to strengthen our orientation to global learning, our real-world impact, and our visibility domestically as well as abroad.

- **ACADEMICALLY VIBRANT:** We prioritize the academic and continually assess the degree to which our administrative structure and organization contribute to academic excellence and scholarly impact. Every unit within the College is demonstrably connected to driving our core mission and distinction. We work to overcome the challenges that impede our shared progress by identifying and refining levers for progress.
- **NATIONALLY RECOGNIZED:** We achieve and evidence national and international recognition as leaders in research and scholarship in several fields.
- **STRATEGICALLY RESOURCED:** UVM's Incentive Based Budgeting (IBB) model is fully implemented within the College, providing us with a strategic advantage through the generation of new revenue and growth that enables the substantive research, teaching, and service components of our 2022 vision. As a resourcing tool, IBB is used to encourage and reward the programmatic innovation and entrepreneurial activity that fulfills our core mission and supports our distinction as a College.

Pathway 1: Undergraduate Education

- Recognize our distinction as Vermont’s only land-grant research university by leading with the nationally recognized research strengths of our faculty, and by resourcing the “teacher-scholar” environment that is distinctively CESS and UVM.
- Continually revisit and reinvent our academics, student affairs, and business practices to enhance learning, improve service and efficiency, and foster student success.
- Directly incentivize the development of new undergraduate degree and certificate programs that respond to innovation and new discovery in our academic fields as well as the needs of students, the state, and the region. Redirect resourcing to those programs that are most responsive to these interests.
- Promote and reward intersectional work to ensure that every undergraduate has meaningful opportunities for academic work across colleges on the UVM campus, between departments within the College, and in international settings.
- Deepen and broaden efforts to provide field-based experiences and experiential learning opportunities for undergraduates that span the range of settings in Vermont.
- Recognize that excellence in undergraduate education requires the embrace of and respect for the full diversity of our society (ascriptive and ideological). Resource our commitment to enhancing diversity throughout our undergraduate programs.
- Recognize that high-quality advising and mentoring are key to undergraduate student success. Resource and reward these activities accordingly.
- Demonstrate and reward connections between faculty research, undergraduate programs, and high-quality undergraduate research opportunities.
- Provide and regularly evolve clearly defined course and field-experience pathways to on-time graduation for all students in our baccalaureate programs.
- Develop the capacity and infrastructure to bring classes and programs to students using advanced technologies and multiple delivery formats, where appropriate. Reward innovation in programming.
- Develop and disseminate clear assessment procedures and outcome indicators in each undergraduate program. Ensure that assessment procedures are aligned with and furthering of all accreditation expectations in each area (where relevant), and that all data aggregated for outcome indicators are analyzed to inform continuous program improvement.
- Resource the incorporation of regular alumni and employer feedback into continuous improvement processes for all of our undergraduate programs.

Pathway 2: Research and Scholarship

- Prioritize resources toward the further development of our College's unique strengths and opportunities for research and innovation based on our location and land-grant mandate to be responsive to the needs of Vermont.
- Prioritize resources to encourage cross-program and cross-departmental collaborations that support the College's commitment to the development of individuals and their communities. Reward linkages to the broad array of human service agencies and schools that bring life to this commitment.
- Pursue policies, systems, and incentives that promote interdisciplinary collaboration and research within CESS and across the University.
- Prioritize resources that support activity enhancing individual scholarly productivity and impact. Recognize that the College's academic reputation, nationally and internationally, rests on the scholarly productivity and impact of our faculty. Reward faculty accordingly.
- Better integrate the activity of the College's research centers to promote the synergistic scholarship central to our vision. Discourage activity not directly connected to substantively promoting or materially supporting that vision.
- Support and encourage the systematic pursuit of extramural support for faculty research and scholarship. Reward both demonstrated effort and realized success in this area.
- Attract, retain, develop, and promote a diverse, highly engaged, and productive faculty.
- Develop a College infrastructure that can support the coordination of large-scale, interdisciplinary or multi-campus research initiatives.
- Promote and support the application of our policy-relevant scholarship and scholarly expertise in the public sphere. Connect this application to the measurement of our impact as a college.
- Support faculty involvement with state, federal, and international agencies.
- Proactively nominate faculty to national awards, society fellowships, and academy memberships.
- Encourage and support faculty seeking leadership positions in major scholarly and professional associations.
- Continue to refine the College's communications activity to systematically showcase and present the impact of our scholarship and to evidence our vision.

Pathway 3: Graduate Education

- Prioritize resources around the provision of relevant, timely, and impactful graduate education through a programming structure that includes a small, highly selective Ph.D. program; a larger, research-based, practice-oriented Ed.D. program; and master's-level degree and certificate programs.
- Incentivize the development of new graduate degree and certificate programs that are responsive to innovation and new discovery in our academic fields; responsive to the needs of students, the state, and the region; and fiscally responsible. Redirect resourcing for programs that are not supporting these interests.
- Further our partnership with the Graduate College to sharpen the distinction of our graduate programs and complement the graduate-level offerings across the University.
- Recognize that excellence in graduate education requires the respect and embrace of the full diversity of our society (ascriptive and ideological). Resource our commitment to enhancing diversity throughout our graduate programs.
- Develop the capacity and infrastructure to bring classes and programs to students using advanced technologies and multiple delivery formats, where appropriate. Reward innovation in programming.
- Support deliberate connections between graduate students and the scholarly and/or professional bodies defining their specific fields. Promote their involvement with, and recognition by, these groups.
- Provide and regularly evolve clearly defined course, practica, and internship pathways to optimize student time to degree in all of our graduate-level programs.
- Recognize that high-quality mentoring sits at the heart of effective graduate education. Reward it accordingly.
- Facilitate and deepen the optimal interaction of graduate students and faculty. This includes support for leadership, staff assistance, faculty graduate advisers, and space.
- Develop and disseminate clear assessment procedures and outcome indicators in each of our graduate programs. Ensure that assessment procedures are aligned with and furthering of all accreditation expectations in each area (where relevant), and that all data aggregated for outcome indicators are analyzed regularly to inform ongoing program improvement.
- Resource the incorporation of regular alumni and employer feedback into continuous improvement processes for all of our graduate programs.

Pathway 4: Responsibly Resourcing a Sustainable Environment

- Invest in the development of knowledge, capacity, and skills across faculty and staff to ensure the successful implementation of the College's priorities.
- Implement practices and habits that foster a healthy work-life balance. Strive to create work environments that encourage health and well-being for everyone.
- Initiate individual professional development plans for all members of the CESS staff.
- Invest in staff career development, provide on-the-job "stretch" opportunities for possible advancement, and work to provide promotion opportunities within the College and across the University.
- Effectively implement IBB to create a strategic advantage for CESS by encouraging innovative, entrepreneurial behavior by faculty, staff, and organizational units. Develop effective mechanisms to return appropriate revenue to units in order to support continued innovation.
- Pursue new sources of revenue (including enhanced fundraising), new entrepreneurial activities, and new programs in order to reinvest in CESS priorities, strengthen our impact, and ensure that CESS salaries and benefits are competitive.
- Clarify and align roles and responsibilities to promote clearer communication and greater efficiency. Identify and minimize elements of our structure and culture that inhibit communication, collaboration, and creativity.
- Continually revisit and reinvent our academic and business practices to improve service and efficiency, and to increase college-wide productivity.
- Simplify or eliminate policies and procedures that waste effort and resources.
- Proactively nominate staff for College and University awards.
- Strategically foster and resource faculty-development leave opportunities to advance CESS priorities.
- Enable transparency and promote widespread and timely access to reliable and understandable data. Use these data to inform decision making across the College.

CESS Research Grants

Overview

Award Amount	Competitive. We expect to fund up to ten high quality proposals to a maximum of \$7,500 each, pending availability of funds.
Timeline	<ul style="list-style-type: none"> • Proposals may be submitted at any time. • Proposals may be submitted at any time. Funds must be expended by May 31, 2018. • Requests for no-cost extensions (up to 3-months) must be made by April 30, 2018.
Research Grant Goals	<ul style="list-style-type: none"> • Support projects that are highly likely to result in at least one application for extramural research grant support and at least one peer-reviewed scholarly publication. • Support research contributing to a faculty member's advancement as a scholar. • Support scholarship aligned with the CESS Strategic Plan and the College's longstanding commitment to being 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged.
Eligibility	Full-time faculty (all ranks), or proposals involving faculty, staff, and students, with faculty serving as Principal Investigator/Lead Applicant.

Required Content & Application Procedures

Proposal Narrative: Required Content	<p><i>Overview and Significance of Research Program (1 - 2 pages)</i></p> <ul style="list-style-type: none"> • Describe how project addresses the goals listed above. • Provide a rationale for how the proposed research program would contribute to the existing knowledge base/previously published studies. • Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and specific components within each selected Pathway. • Explain why effort toward the proposed research requires support beyond time and/or resources available through the applicant's workload and/or professional development activities or other funding available through the college or university. • Provide a detailed plan for grant application and publication that includes anticipated funding sources and publication outlets. <p><i>Questions and Method (1 - 2 pages)</i></p> <ul style="list-style-type: none"> • Articulate proposed research questions, design and methods. Specify steps to be taken to ensure quality and fidelity to your chosen methods. <p><i>Goals/Activities/Timeline (1 page)</i></p> <ul style="list-style-type: none"> • List key research goals and activities (including plans for obtaining IRB approval, if needed) and a timeline for completion of proposed activities. <p><i>Key Personnel (1 page)</i></p> <ul style="list-style-type: none"> • Identify Principal Investigator/Lead Applicant and other key personnel. • List roles and responsibilities of all key personnel. <p><i>Evaluation Plan (1/2 page)</i></p> <ul style="list-style-type: none"> • Describe indicators/metrics of success in relation to goals and activities, including the number of anticipated publications and applications for funding. These must be addressed in the final report. <p><i>Budget (use template included in proposal packet)</i></p> <ul style="list-style-type: none"> • List and justify expenditures by category (equipment, staffing, graduate student support, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center's business manager for assistance with budget development. • Requests for course buy-outs must show evidence of matching/additional external funding. <p><i>Vitae</i></p> <ul style="list-style-type: none"> • Include updated/brief CVs for all key personnel involved in the proposed program.
Procedures	<ul style="list-style-type: none"> • Review the proposal with your chair or director and obtain required approvals and support. • Submit your proposal online at: https://www.research.net/r/CESS-Vision • Direct questions to Associate Dean Katie Shepherd. • You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package. • A 1-page final report is due October 1, 2018

CESS Academic Program Innovation Grants

Overview

Award Amount	Competitive. We expect to fund up to five high quality proposals to a maximum of \$12,000 each, pending availability of funds.
Timeline	<ul style="list-style-type: none"> • Proposals may be submitted at any time. • Funds must be expended by May 31, 2018. • Requests for no-cost extensions (up to 3-months) must be made by April 30, 2018.
Academic Program Innovation Fund Goals	<ul style="list-style-type: none"> • Support innovation as well as long-term curriculum and program development, in alignment with the CESS Strategic Plan and the College’s longstanding commitment to being 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged. • Promote curriculum and program innovation that reflects current research and practice and contributes to the advancement of diversity and cultural competence in the College. • Promote innovation in course format and delivery (e.g., on-line and hybrid delivery at the program level).
Eligibility	Full-time faculty (all ranks), or proposals involving faculty, staff, and students, with faculty serving as Principal Investigator/Lead Applicant.

Required Content & Application Procedures

Proposal Narrative: Required Content	<p><i>Overview and Significance of Program Innovation Project (1 - 2 pages)</i></p> <ul style="list-style-type: none"> • Describe how project addresses one or more of the goals listed above. • Provide a rationale for how the proposed program innovation will enhance existing curriculum and program and lead to <u>sustainable</u>, long-term advancements in programming. • Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and specific components within each selected Pathway. • Explain why effort toward the innovation requires support beyond time and/or resources available through the applicant’s workload and/or professional development activities or other funding available through the college or university. <p><i>Goals/Activities/Timeline (1 – 2 pages)</i></p> <ul style="list-style-type: none"> • Describe goals and activities associated with the project, and a timeline for completion of activities. • Describe any technical support needs that may be required (e.g., support for transition to on-line/hybrid delivery). <p><i>Key Personnel (1 page)</i></p> <ul style="list-style-type: none"> • Identify Principal Investigator/Lead Applicant and other key personnel. • List roles and responsibilities of all key personnel. <p><i>Evaluation Plan (1/2 page)</i></p> <ul style="list-style-type: none"> • Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report. <p><i>Budget (use template included in proposal packet)</i></p> <ul style="list-style-type: none"> • List and justify expenditures by category (equipment, staffing, graduate student support, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center’s business manager for assistance with budget development. <p><i>Vitae (Appendix)</i></p> <ul style="list-style-type: none"> • Include updated/abbreviated CVs for all key personnel involved in the proposal.
Procedures	<ul style="list-style-type: none"> • Review the proposal with your chair or director and obtain required approvals and support. • Submit your proposal online at: https://www.research.net/r/CESS-Vision • Direct questions to Associate Dean Katie Shepherd. • You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package. • A 1-page final report is due October 1, 2018

CESS Global Seed Grants

Overview

Award Amount	Competitive. We expect to fund up to six high quality proposals to a maximum of \$3,000 each, pending availability of funds.
Timeline	<ul style="list-style-type: none"> • Proposals may be submitted at any time. • Funds must be expended by May 31, 2018. • Requests for no-cost extensions must be made by April 30, 2018.
International Seed Grant Goals	<ul style="list-style-type: none"> • Provide seed funds for global research, teaching and/or program development. • Support long-term development of global and international initiatives aligned with the CESS Strategic Plan and the College’s longstanding commitment to being 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged. • Encourage development of global partners in research, teaching and/or program development with the potential for long-term connections to CESS that contributes to the advancement of diversity and cultural competence in the College.
Eligibility	Full-time faculty (all ranks), or proposals involving faculty and staff, with faculty serving as Principal Investigator/Lead Applicant.

Required Content & Application Procedures

Proposal Narrative: Required Content	<p><i>Overview and Significance of International Seed Grant (1 -2 pages)</i></p> <ul style="list-style-type: none"> • Describe how proposal addresses the goals listed above. • Describe the nature of the international activity to be completed and how funds will be used in relation to future research, teaching and/or program development. • Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and specific components within each selected Pathway. • Explain why support for this project cannot be fully funded through professional development or other college or university funds. <p><i>Goals/Activities/Timeline (1 page)</i></p> <ul style="list-style-type: none"> • List key goals and activities (including preparation for international work) and a timeline for completion of proposed activities. <p><i>Key Personnel (1 page)</i></p> <ul style="list-style-type: none"> • Identify Principal Investigator/Lead Applicant and other key personnel. • List roles and responsibilities of all key personnel. <p><i>Evaluation Plan (1/2 page)</i></p> <ul style="list-style-type: none"> • Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report. <p><i>Budget (use template included in proposal packet)</i></p> <ul style="list-style-type: none"> • List and justify expenditures by category (equipment, staffing, graduate student support, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center’s business manager for assistance with budget development. <p><i>Vitae (Appendix)</i></p> <ul style="list-style-type: none"> • Include updated/abbreviated CVs for all key personnel involved in the proposal.
Procedures	<ul style="list-style-type: none"> • Review the proposal with your chair or director and obtain required approvals and support. • Submit your proposal online at: https://www.research.net/r/CESS-Vision • Direct questions to Associate Dean Penny Bishop. • You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package. • A 1-page final report is due October 1, 2018

CESS Boost Grants

Overview

Award Amount	Competitive. We expect to fund high quality proposals to a maximum of \$1,000 each, pending availability of funds.
Timeline	<ul style="list-style-type: none"> • Proposals may be submitted at any time. • Funds must be expended by May 31, 2018. • Requests for no-cost extensions must be made by April 30, 2018.
Boost Grant Goals	<ul style="list-style-type: none"> • Support travel, program development, teaching, and/or research activities not otherwise covered by professional development funds, start-up funds, or other CESS or university funds. • All proposals must be in close alignment with the CESS Strategic Plan and the College's longstanding commitment to being 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged.
Eligibility	Staff, Full-time faculty (all ranks), or proposals involving faculty, staff, and students, with faculty or staff serving as Principal Investigator/Lead Applicant.

Required Content & Application Procedures

Proposal Narrative: Required Content	<p><i>Overview and Significance of Request for Discretionary Funds (1 - 2 pages)</i></p> <ul style="list-style-type: none"> • Describe how proposal addresses at least one of the goals listed above. • Describe use of funds and provide a rationale for how funds will enhance scholarship, program development, teaching, professional skills, etc. • Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and the specific components within each selected Pathway, as well as how the proposal will enhance program, department and/or professional goals. • Explain why the activity requires support beyond time and/or resources available through the applicant's workload and/or professional development funds. <p><i>. Goals/Activities/Timeline (1 page)</i></p> <ul style="list-style-type: none"> • List goals and activities and a timeline for completion. <p><i>Key Personnel (1 page)</i></p> <ul style="list-style-type: none"> • Identify Principal Investigator/Lead Applicant and other key personnel. • List roles and responsibilities of all key personnel. <p><i>Evaluation Plan (1/2 page)</i></p> <ul style="list-style-type: none"> • Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report. <p><i>Budget (use template included in proposal packet)</i></p> <ul style="list-style-type: none"> • List and justify expenditures by category (equipment, registration fees, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center's business manager for assistance with budget development. <p><i>Vitae</i></p> <ul style="list-style-type: none"> • Include updated/brief CVs for all key personnel involved in the proposed program.
Procedures	<ul style="list-style-type: none"> • Review the proposal with your chair or director and obtain required approvals and support. • Submit your proposal online at: https://www.research.net/r/CESS-Vision • Direct questions to Associate Dean Katie Shepherd. • You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package. • A 1-page final report is due October 1, 2018

CESS Imagine Grants

Overview

Award Amount	Competitive. We hope to fund between 1 and 3 high quality proposals between \$5,000 and \$20,000 each, pending availability of funds.
Timeline	<ul style="list-style-type: none"> • Proposals may be submitted at any time. • Funds must be expended by May 31, 2018. • Requests for no-cost extensions must be made by April 30, 2018.
Imagine Grant Goals	<ul style="list-style-type: none"> • To support administrative and/or academic innovation that may not align well with the other categories. • Proposals must convincingly move the College toward our five-year vision. • Proposals must be in close alignment with the CESS Strategic Plan and the College's longstanding commitment to being 1) family-centered, 2) community-based, 3) culturally competent, and 4) collaboratively engaged.
Eligibility	Full-time staff, full-time faculty (all ranks).

Required Content & Application Procedures

Opportunity Narrative: Required Content	<p><i>Overview and Significance of Request for Discretionary Funds (1 - 2 pages)</i></p> <ul style="list-style-type: none"> • Describe how proposal addresses at least one of the goals listed above. • Describe use of funds and provide a rationale for how funds will enhance scholarship, program development, teaching, professional skills, etc. • Describe how the proposal aligns with at least one of the four Strategic Objective Pathways and the specific components within each selected Pathway, as well as how the proposal will enhance program, department and/or professional goals. • Explain why the activity requires support beyond time and/or resources available through the applicant's workload and/or professional development funds. <p><i>. Goals/Activities/Timeline (1 page)</i></p> <ul style="list-style-type: none"> • List goals and activities and a timeline for completion. <p><i>Key Personnel (1 page)</i></p> <ul style="list-style-type: none"> • Identify Principal Investigator/Lead Applicant and other key personnel. • List roles and responsibilities of all key personnel. <p><i>Evaluation Plan (1/2 page)</i></p> <ul style="list-style-type: none"> • Describe indicators/metrics of success in relation to goals and activities. These must be addressed in the final report. <p><i>Budget (use template included in proposal packet)</i></p> <ul style="list-style-type: none"> • List and justify expenditures by category (equipment, registration fees, supplies, consultant, travel, matching funds from other funding sources, etc.). Please contact your Department/Center's business manager for assistance with budget development. <p><i>Vitae</i></p> <ul style="list-style-type: none"> • Include updated/brief CVs for all key personnel involved in the proposed program.
Procedures	<ul style="list-style-type: none"> • Review the proposal with your chair or director and obtain required approvals and support. • Submit your proposal online at: https://www.research.net/r/CESS-Vision • Direct questions to Associate Dean Katie Shepherd. • You will be notified about the outcome of your application via email, 30 days following receipt of complete submission package. • A 1-page final report is due October 1, 2018