**Albany State University**

**Office of Title III Programs**

**CALL FOR PROPOSALS**

Title III, Part B, 20 U.S.C. §1060 of the Higher Education Act of 1965, as amended (HEA), provides for appropriation of funds to targeted institutions for capacity building. According to the U.S. Department of Education, Title III funds, as issued to Historically Black Colleges and Universities (HBCUs) are to “facilitate a decrease in reliance on government financial support and to encourage reliance on endowments and private sources (20 USC §1060(4)).” Areas of capacity-building include but are not limited to the following:

* Academic Quality
* Student Services
* Improvement of Student Outcomes
* Fiscal Stability

The Office of Title III is now accepting proposals for a new five-year development grant covering the period of October 1, 2017 – September 30, 2022. This new period of performance brings to the new Albany State University great potential for service that impacts the educational, economic, social, and cultural wellbeing of our 26-county service area. We are seeking proposals build upon the strengths of two campuses in a way that promotes ASU as a leader in excellence that transforms both the landscape of the region and performance of the region in key performance indicators.

***Important Facts:***

**Deadline Date:** **5 p.m. on June 16, 2017**

**Proposal Requirements:**

* Must support the institution’s interim strategic priorities (see attached file)
* Must support undergraduate programs only
* Must be an allowable activity as per the grant guidelines indicated in the application packet.

**Submission Requirements:**

* Must submit the application with attachments online to the Office of Title III Programs by close of business on June 16, 2017 using the following link: [https://www.asurams.edu/albany-state-university/administration/title-iii-home/proposal-request-form/](http://mailer.samanage.com/wf/click?upn=3sVClaOwo5uihwlrrc4Of36i7ggcWDalwsM17QtRMGs0GEogx6SeJ9zNQXS71t4DIour7YbcGf5xDQtaQN7l55pTtlwz28CYez4t8-2FWErmQhP74N2a9UW5pDNL5pDrqmk5yqjlxT7mglrEUbTKyIJQ-3D-3D_lVLno6PCF5Hc30EcrOtskD8injfP5fXgNLlZGwqCGAC8a90kzSgkFXM3EFlGu4Sq8fTI3QHuJY7z57clIQFbawfRQBYQVkyMl8n62-2FUktGRLDfvorZW9Sxo5ngRjUPLNhsGhWSF0KqYZbIOaMw7b1RVjsjgqILJWCfe9tr5wWRHtS0w3BYXqm1G24Co9f4L-2BciB4FcXdbTJNeodz-2BCBpwmxMZXeOdQOfjBG7-2BFRvAU-2BRXLBB4dHBWMJ7VIqeLy49n8h4dtEKDQCNI3sCXQjCPuCRMy7YVYKhtZUMeLS60YLd-2BRnlfyBLAr9yac6gXYZOgqpp1YacEOxMc90SfnOmndJXIcNEMeZVGffY39vzQH5AVGIeTdRQClc3ZjMmilij-2BXPwO7ImAVPk6-2FLWwXM7hqUiKQcJstJQkPaku0AKaHBaFQH0Qjg9v-2F-2FhznWcyXx7icjcRwiRtY3Gd1eu-2FXVyOLuh9-2F7LKpVKf-2BB8zRGYhghme6UaNF6F0DjYM6cHY9yb)

**Review Process:**

* Academic proposals must be reviewed and approved by the area Dean/Director and Provost prior to submission online.
* Proposals from units outside of the Division of Academic Affairs must be reviewed and approved by the area Director and/or VP, where applicable, prior to submission online.
* All proposals will be reviewed by the President (and his designee) for final approval.
* Once final proposal status is determined, the proposed activity director (and co-director) will receive email notice from the Office of Title III Programs.

**GUIDELINES FOR SUBMITTING THE 5-YEAR TITLE III PROPOSAL**

**Covering October 2017 – September 30, 2022**

**PROVIDE AN INTRODUCTION OF THE ACTIVITY** – Provide a description of the proposed activity. The activity must be titled using terms from the list of legislatively allowable activities on the next page of this guide. In detail, describe the purpose of the activity, the proposed population to be served, explain the need of the activity and list expected outcomes.

**ALIGNMENT WITH INSTITUTIONAL STRATEGIC PLAN**

Demonstrate how your activity will support the current institutional strategic plan, which is included in this packet.

**ALIGNMENT TO TITLE III PURPOSE**

Demonstrate how the activity supports the purpose of Title III as follows:

* Assist the institution to improve in the areas of enrollment, retention and graduation.
* Assist the institution to improve in one or more of the following areas for the institution: (Academic Quality, Student Services and Outcomes, Institutional Management, and Fiscal Stability).
* Support one or more Legislative Allowable Activities (LAA’s) as defined by the U.S. Department of Education to strengthen the institution. (see attached listing)

**DESCRIBE AND DEFINE OBJECTIVES AND PERFORMANCE INDICATORS FOR EACH PROPOSED ACTIVITY** – Describe, in a comprehensive manner, the objectives of each activity. This is to be completed utilizing the Activity Objectives and Anticipated Results Form. List only the objectives that the activity is designed to accomplish. Develop the objectives in outcome-oriented and measurable terms.

**DESCRIBE THE IMPLEMENTATION STRATEGY AND TIMETABLE FOR EACH PROPOSED ACTIVITY** – Describe, in a comprehensive manner, who will do what, how, and when it will be done to meet the objectives of the activity. This is to be completed utilizing the Implementation Strategy and Timetable Form.

**KEY PERSONNEL -** Provide a narrative and justification of key personnel required to successfully achieve the objectives of this activity.

**ASSESSMENT PLAN** – Describe how and when the activity will be assessed to determine effectiveness of serving the intended population and accomplishing the proposed objectives.

**INSTITUTIONALIZATION PLAN –** Describe how the activity and its component programs will be institutionalized by the end of the five- year period. This should include a plan to institutionalize (move to state funding) the proposed Title III-funded personnel and services at by the end of the five-year period.

**PROVIDE AN INDIVIDUAL ACTIVITY BUDGET & NARRATIVE** – Prepare a separate, detailed itemized budget (in dollars) and a budget narrative for FY 18 only. Demonstrate and justify all costs as reasonable in today’s market and necessary to accomplish your activity objectives. Note: You must provide details so that we can determine if the costs are allowable, necessary and reasonable.

**SUPPLEMENTAL INFORMATION REQUIRED**

* Current vitae of key personnel (activity director and co-activity directors, etc.)
* Position descriptions for proposed positions to be Title III funded

**Albany State University**

**Interim Strategic Plan   
2016-2017**

**Strategic Goal One: Realize the Power of Better Together - Integrate programs, policies, procedures, and cultural traditions in ways that build synergistically on the strengths of ASU and DSC to ensure a smooth and seamless institutional consolidation, out of which a new ASU emerges that is more efficient, effective, and successful than ever.**

**Strategic Goal Two: Aspire to Excellence - in teaching and learning, thus becoming the first-choice institution for students from southwest Georgia and garnering recognition as a premier southern regional university.**

**Strategic Goal Three: Embrace Diversity - As a historically black institution and led by a highly-diverse faculty and staff, Albany State University will embrace diversity in all its forms – including age, gender identity, race and ethnicity, country of origin, religion, ability level, sexual orientation, and veteran status – and seek to foster a similar acceptance and celebration of that diversity.**

**Strategic Goal Four: Expand Access to Higher Education - As an access institution, Albany State University will promote student success for all by welcoming students from varying levels of academic preparation, keeping costs low, offering flexible class times and instructional modalities, and pairing high student expectations with exceptional mentoring, advising, and tutoring.**

**Strategic Goal Strategic Goal Five: Elevate Historically Underserved Populations - Albany State University will recognize and address the many challenges that face African Americans and other students of color, adult learners, first generation students, students from low socioeconomic backgrounds, and others from underserved populations, and form strong partnerships with K-12, government agencies, and community outreach organizations to increase access and success rates.**

**Strategic Goal Six: Promote Economic Development - As part of its commitment to teaching and learning, Albany State University will promote economic development in Albany and throughout southwest Georgia by engaging in applied research, aligning its resources in support of identified needs, developing and enhancing academic programs to meet evolving needs, forming broad strategic partnerships, supplying a trained workforce, and fostering a sense of entrepreneurship.**

**Strategic Goal Seven: Attract and Retain Talented Personnel - Recruit and sustain a highly talented and expert team of faculty, staff, and administrators who collaborate effectively and efficiently with each other to achieve the vision, mission and strategic goals of the university.**

**ABOUT TITLE IIIB**

Title III B, Strengthening Historically Black Colleges and University Program, is a five-year grant funded under the under the U.S. Department of Education based on the Higher Education Act of 1965. This grant assists eligible institutions of higher education to become self-sufficient by providing help to improve their academic quality, institutional management and fiscal stability. Self-sufficiency is the point at which, in the determination of the funding agency, an institution should be viable, thriving and able to survive without continued federal funding of supported initiatives.

The U.S. Department of Education awards planning and development grants under Title III B. A development grant implements portions of an applicant’s long-range plan to enable it to move toward self-sufficiency by the end of the grant period. A planning grant may be used to develop a long-range plan, to develop an application for a development grant under the Strengthening Institutions Program, or to develop both a plan and application. Institutions may receive a planning grant, a renewable development grant, or a non-renewable development grant individually or as part of a cooperative arrangement.

Albany State University uses Title III resources strategically to:

* Help meet institutional goals
* Strengthen student retention and graduation rates
* Improve and strengthen existing academic offerings, especially quality of instruction
* Strengthen and improve existing operations management

**LEGISLATIVE ALLOWABLE ACTIVITIES**

Throughout the completion of the Title III B five-year grant application and within section C, it must be demonstrated that the proposal supports one or more of the legislative allowable activities, some of which are listed below:

(1) Purchase, rental, or lease of scientific or laboratory equipment for educational purposes, including instructional or research purposes;

(2) Construction, maintenance, renovation, and improvement in classroom, library, laboratory, and other instructional facilities, including purchase or rental of telecommunications technology equipment or services;

(3) Support of faculty exchanges, faculty development and faculty fellowships;

(4) Academic instruction in disciplines in which Black Americans are underrepresented;

(5) Purchase of library books, periodicals, microfilm, and other educational materials, including telecommunications program materials;

(6) Tutoring, counseling, and student service programs designed to improve academic success;

(7) Funds and administrative management, and acquisition of equipment for use in strengthening funds management;

(8) Joint use of facilities, such as laboratories and libraries;

(9) Establishing or improving a development office to strengthen or improve contributions from alumni and the private sector;

(10) Establishing or enhancing a program of teacher education designed to qualify students to teach in a public elementary or secondary school in the State that shall include, as part of the program, preparation for teacher certification;

(11) Establishing community outreach programs that will encourage elementary and secondary students to develop the academic skills and the interest to pursue postsecondary education; and

(12) Other activities that it proposes in its application that contribute to carrying out the purpose of this part and are approved by the Secretary as part of the review and acceptance of the application.

**AREAS of FOCI**

To assign a single focus area to an activity, consider the intended outcomes of an activity rather than the processes involved.

* Academic Quality
* Student Services and Outcomes
* Fiscal Stability
* Institutional Management