**Office of Title III Programs**

**CALL FOR PROPOSALS**

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. The purpose of this grant is to assist Albany State University to progress in the areas of Enrollment, Retention and Graduation.

For the new Albany State University, we have great potential serving and impacting the educational, economic, social, health, cultural aspects of our 26-county service areas. With our new expanded purpose, we have challenges to conquer. Title III funds can be used to address some of those major challenges of this great institution in the midst of change.

Now is the time to collaborate with other departments and divisions to develop proposals that build the capacity of Albany State University.

***Important Facts:***

**Deadline Date:** **May 31, 2017**

**Proposal Requirements:**

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

**Submission Requirements:**

* Must submit complete application packet and Proposal Approval Form to the Office of Title III Programs by close of business on May 31, 2017.
* Must submit proposal electronically via email to Saundrette.Moody@asurams.edu in WORD format using the template provided. *Please do not revised the format of the template.*
* Type in Times Romans in 12pt. font.

**Review Process:**

* Academic programs must be reviewed and approved by the area Dean or Provost.
* All proposal will be reviewed by the President’s for approval.

**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. Activity must be titled using that is relevant to the list of legislatively allowable activities on the next page of this guideline. In detail, describe the purpose of the activity, the population served, expected outcomes as well as demonstrate the need of the activity.

**RELATIVENESS TO INSTITUTIONAL STRATEGIC PLAN**

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

**RELATIVENESS 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, who will do what, how, and when it will be done to meet 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, 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 programs will be institutionalized by the end of the five- year period. This should include a yearly to institutionalize proposed Title III personnel and services.

**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 that all costs are 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 (project director and activity directors)
* Position descriptions for proposed key personnel positions

**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-sufficient means the point at which, in the determination of the funding agency, an institution should be viable, thriving and able to survive without continued 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 use Title III resources strategically to:

* Help meet institutional goals
* Strengthen student retention and graduation rates
* Improve and strengthen existing academic offerings and to add new programs or courses as needed
* Strengthen and improve existing management operations

**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 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 to assist these faculty members in attaining advanced degrees in their fields of instruction;

(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.

**FOCUS AREAS**

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