

South Texas College
M.A.D.I.S.S.A.R. Internal Grants
(Making A Difference In Student Success And Retention)
Fiscal Year 2009-2010

PURPOSE: To further South Texas College's mission to foster greater student success and retention. The President created the "Making A Difference In Student Success And Retention" grant program to enable faculty and staff to develop pilot programs designed to improve student success and retention of STC students. The President has designated a total of \$45,000 to be utilized in the internal grant program.

ELIGIBILITY OF APPLICANT: All STC faculty and staff members are eligible to submit a proposal. Individuals or teams may apply, but at least one applicant must be a full-time employee of the college.

PROJECT CRITERIA: The project must be an **innovative** approach towards the improvement of student success and retention. Projects that are included in existing budgets and that duplicate services, activities, or efforts currently in place **do not** qualify for these funds. Proposals will be limited to a maximum of three pages.

FINAL REPORTS: Upon completion of the project, a report must be submitted to Grant Development, Accountability, and Management Services attention Luzelma G. Canales (Pecan Campus Room X113). The report should consist of a brief summary (1-2 pages) of the project; the impact on student success and retention; and the results of the evaluation plan. The report will be due 90 days after completion of the project or no more than one year following award of the project.

SUBMISSION: The proposal can be delivered to Grant Development, Accountability, and Management Services attention Luzelma G. Canales (Pecan Campus Room X113). An electronic notice will be sent to the applicant acknowledging receipt of proposal. Every effort will be made to notify the applicant of award within 30 days of submitting the proposal.

REVIEW OF PROPOSALS: A Review Committee will be appointed to review all proposals and recommend grant funding. The Review Committee will consist of one representative from each of the four Instructional Divisions, one representative from Student Services and Development, one representative from Finance and Administrative Services, one representative from Information and Technology Services and Luzelma Canales, Director of Grant Development, Accountability and Management Services.

SOUTH TEXAS COLLEGE
M.A.D.I.S.S.A.R. GRANT PROGRAM: APPLICATION
(MAKING A DIFFERENCE IN STUDENT SUCCESS AND RETENTION)
FISCAL YEAR 2009-2010

Applicant: _____

Email: _____ Phone: _____

Department: _____ Campus/Center: _____

Title of Project: _____

Amount Requested: _____

Period of Project: Beginning Date: _____ Ending Date: _____

Project Description:

Project Impact on Student Success and Retention:

Project Budget Narrative (*How will the funds be used?*):

Project Evaluation Plan (*How will the impact of the project be evaluated?*):

--

Applicant's Signature

Date

PROJECT SUPPORT

Instruction

All proposals will require letters of endorsement from the chairperson and dean. The department chairperson and dean should indicate in the letter the impact the project will have on student success and retention.

Chair Signature

Date

Dean Signature

Date

Non-Instruction

All proposals will require letters of endorsement from the director/dean and vice president. The director/dean and vice president should indicate in the letter the impact the project will have on student success and retention.

Director/Dean Signature

Date

Vice President Signature

Date

REVIEWERS' RECOMMENDATION

NOTE to reviewers: You are seeking to identify those proposals for which MADISSAR Grant Awards are needed to support an innovative project that will contribute to increasing student success and retention at STC. The proposed projects should not replicate any services, activities, and/or efforts already provided by the college.

The following questions should be considered when reviewing the proposals.

- Are all of the components of the application addressed?
- Is the project innovative and new?
- Is the presentation of the project clear?
- Are reasonable timelines identified in the project?
- Is the budget reasonable and explained in the narrative?
- To what extent is this grant aligned with improving student success and retention?
- To what extent do the chairperson and/or dean support the request?
- What is the potential impact on student success?
- Does the project have a strong evaluation component?
- Does the project have strong support?

Awards will be made to support an innovative project that will contribute to increasing student success and retention at STC. The proposed project should not replicate services, activities, and/or efforts already provided by the College.

The reviewers will provide comments and a recommendation to the applicant upon review of the application.

Reviewers Comments:

--

Approved

Approved with Revisions

Not Approved