



Innovation Mini-Grant Overview

To promote a culture of innovation at Shasta College, a designated fund (up to \$100,000 per year) has been created to support projects that ultimately result in increased goal attainment for students.

Through an open application process, faculty and staff are encouraged to submit proposals outlining innovations which serve to advance students through to bachelor's degrees. The expected innovations will be focused on such areas as:

- Improving Student Learning Outcomes (SLOs)
- Reducing remediation rates of incoming students
- Removing or reducing barriers to student success
- Increasing retention and persistence rates
- Improving learning outcomes
- Improving transfer rates
- Increasing attainment of degrees and certificates

The Shasta College mini-grant initiative provides funding for new, innovative ideas and strategies that, if successful, may be used on a broader scale. All innovation projects will be assessed through a continuous improvement cycle and high impact strategies may be documented, scaled and shared across Shasta College and other institutions (across academic segments).

The mini-grant cycle is 18 months, the 2019 funding will be made available between July 1, 2019 and August 1, 2019 spending may start after this timeframe. Full grant completion is expected by December 31, 2020.

Each proposal will be reviewed by the Innovation Mini-Grant Committee. The purpose of the innovation mini-grant committee is to involve the campus community in the review and selection process, scoring each proposal based on a set rubric. The committee is comprised of Administration, Faculty, and Classified Staff.

Once all proposals have been scored and ranked by the Innovation Mini-Grant Committee, the recommended proposals will go to President Joe Wyse to be reviewed and cross-checked against the Annual Area Plan Initiatives and he will determine which proposals will be funded and send an announcement.

Complete this application and submit it to the Office of Grant Development. If you have questions, please contact Amy Schutter, Director of Grant Development, at aschutter@shastacollege.edu or 530 242 7534.

Proposals Due: February 28, 2019



2019 Innovation Mini-Grant Application

Applicant:	
Division/Dept. Name:	
Project Name:	
Project Overview	What is your project & how is the project innovative?

Student Impact

The main focus of the Innovation Award funds is to positively impact student learning and success. Please describe how your project will:

- Improve one or more Student Learning Outcomes (SLOs)
- Increase student engagement and/or success
- Reduce the amount of time for a student to complete a Certificate, Associates Degree or Bachelor's Degree
- Document measurable results (consult with the Research Office)

Collaboration

Mini-grant projects often involve collaboration between multiple divisions/departments and/or outside entities (K-12, CSU/UC, or community partnerships). Please:

- List any internal and/or external collaborative partners
- Confirm that the partners are aware of the project and what their role in implementation will be

Future Possibilities

The Shasta College mini-grants initiative provides the testing ground for innovative ideas to determine successful outcomes that may be used on a broader scale. Please discuss if the project is:

- Replicable (easily shared with other campus programs)
- Scalable
- Cost-Effective (e.g., through number of students served; through District efficiencies increasing service to students; or if scaling up will prove cost-effective)

Logistics	<p>The mini-grant cycle—to include planning, implementation, and evaluation—is a maximum of 18 months (Fall-Spring-Fall), and all funding sources should be considered. Please confirm that:</p> <ul style="list-style-type: none"> • The project phases can be completed within an 18-month cycle • No other funding sources are available for the project • A Budget Proposal form has been completed and is attached. <p>In addition, it is recommend that proposals including I.T. or Physical Plant related needs are reviewed with those departments prior to submission as those items may change the project timeline.</p>
	Empty space for additional information or comments

Signatures are required prior to submitting the application to the Office of Grant Development.

Signature of Applicant

Date

Dean or Supervisor's Signature

Date

Rev. 10/23/18

2019 Innovation Mini-Grant Budget Worksheet

Project #:		PROJECT NAME:		Dept.		
BUDGET ITEM		QUANTITY & DESCRIPTION	BUDGET	EXPENSES 7/1/19-2/28/20	EXPENSES 3/1/20-2/26/21	BALANCE
EMPLOYEE COSTS						
Faculty Professional Expert \$50/hr <i>None STRS applicable work. Object Code: 233000</i>						
Faculty Stipend <i>STRS applicable work. Object Code: 140000</i>						
Temporary Employee <i>Non-Bargained Classified Work. Object Code: 233000</i>						
Student Worker <i>Object Code: 237000</i>						
ESTIMATED BENEFIT COSTS <i>are automatically calculated using the percentages listed below</i>						
<i>Faculty Professional Expert</i> total multiplied by		8.86%	Estimated Benefits Total Cost			
<i>Faculty Stipend</i> total multiplied by		20.79%	Estimated Benefits Total Cost			
<i>Temporary Employee</i> total multiplied by		8.86%	Estimated Benefits Total Cost			
<i>Student Worker</i> total multiplied by		1.06%	Estimated Benefits Total Cost			
SUPPLIES						
Examples: Bookstore Vouchers, Textbooks, Event Refreshments, Testing Materials, and SWAG & Shipping, etc. Object Code: 439900						
EQUIPMENT (\$0-4999.99 Not Tagged)						
(refer to the Business Office "Fixed Asset (Equipment) Purchases" for information). Object Code: 640000						
EQUIPMENT (\$5000 or greater Tagged)						
(refer to the Business Office "Fixed Asset (Equipment) Purchases" for information). Object Code: 649000						
POSTAGE /ADVERTISING						
Use for postage costs to mailing post-cards or flyers or place a newspaper or radio ad. Object codes: 508000/590400						
PRINTING						
Use for all printing related items, such as posters, flyers & brochures. Object Code: 590500						
SERVICE FEES/OTHER CHARGES						
Use for all contracted work such as speakers, trainers and installation services. Also includes facilities rentals. Object Code: 530000/573000						
SOFTWARE						
All software related licenses and purchases. Object Code: 578000						
TRAVEL						
All staff & student travel related expenses. Object Code: 511000						
Note: The "Balance" and "Totals" columns auto-calculate			TOTALS			