



UWW ORSP DEADLINE: 1 MARCH 2011

UNIVERSITY OF WISCONSIN SYSTEM COMMITTEE ON BACCALAUREATE EXPANSION (COBE) GRANT PROGRAM

INTRAMURAL GRANT APPLICATION PACKAGE

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University of Wisconsin-Whitewater Office of Research and Sponsored Programs Intramural Transmittal Form. ONE original, complete ORSP Transmittal Form including all relevant funding competition information, proposal information, required clearances, and required signatures must accompany each proposal submitted to ORSP.

X

Proposal Development and Submission Instructions. Each University of Wisconsin grant program has varying proposal development and submission requirements. Principal Investigators must review this application package carefully and adhere to specific program requirements to be competitive.

X

Grant Program Forms. Each University of Wisconsin grant program requires the submission of different forms. All relevant forms are included in this application package. Electronic versions of all forms can be accessed on the ORSP Funding Page (<http://www.uwworsp.org/media/funding.htm>).

X

Additional Proposal Development and Submission Resources. University of Wisconsin grant application packages may include additional resource information including evaluation/review criteria, description of proposal review processes and deadlines, and other pertinent appendices.

The Office of Research and Sponsored Programs can provide additional information, proposal development assistance, and copies of funded proposals. ALL proposals must be submitted to ORSP. Grants submitted to directly to System or Extension may not be reviewed.

DENISE EHLEN, Director, 262-472-5212, ehlend@uww.edu
RON FLEISCHMANN, Associate Research Administrator, 262-472-5212, fleischr@uww.edu
ORSP, 2243 Andersen Library, www.uwworsp.org





UNIVERSITY OF WISCONSIN
WHITewater

RSP APPROVAL & CERTIFICATION
TRANSMITTAL



DO NOT COMPLETE SHADED SECTIONS WITH DOUBLED BORDER – FOR UWW RSP USE ONLY

FUNDING COMPETITION INFORMATION Deadline:		RSP USE ONLY		ID:
1. Sponsor & Program:		Date Submitted:		
2. Address:		Number of Copies to Sponsor (original +)		
3. Telephone:	Fax:	Binding of Original: <input type="checkbox"/> Clip <input type="checkbox"/> Staple <input type="checkbox"/> Other <input type="checkbox"/> N/A		
4. Web:	Notes:	GT Proposal Entry:		GT Award:
PROPOSAL INFORMATION				
5. Principal Investigator:		5a. Department/Division/Institution:		
5b. Address:		Phone:	Fax:	Email:
6. Co-Investigator:		6a. Department/Division/Institution:		
6b. Address:		Phone:	Fax:	Email:
7. Co-Investigator:		7a. Department/Division/Institution:		
7b. Address:		Phone:	Fax:	Email:
8. Co-Investigator:		8a. Department/Division/Institution:		
8b. Address:		Phone:	Fax:	Email:
9. Project Title:				
10. Funding Type <input type="checkbox"/> New <input type="checkbox"/> Renewal/Continuation		AWARD INFORMATION – RSP USE ONLY <input type="checkbox"/> GRANT <input type="checkbox"/> CONTRACT		
11. Total Request \$		New Account <input type="checkbox"/> Non-Federal <input type="checkbox"/> Federal (CFDA#)		
12. Match Information \$		Org Information <input type="checkbox"/> New <input type="checkbox"/> Add To		
13. Begin Date End Date		Total Award Begin Date End Date		
REQUIRED CLEARANCES – Does the project involve:				
14. toxic, infectious or carcinogenic/mutagenic material? Use recombinant DNA technology?				Approved? (choose one)
15. use of human subjects, human tissue or vertebrate animals?				<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending
16. action involving space, remodeling, or construction?				<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending
17. hiring non-UWW personnel?				<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending
18. requires release time by PI (and/or Co-Is) in support of project activities?				<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending
19. creation of new degree programs or services?				<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending
20. potential environmental impacts, which require review under the Wisconsin Environmental Policy Act?				<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Pending
REQUIRED SIGNATURES				
PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR		SIGNATURE		DATE
I certify that the plan detailed in the proposal/contract complies with all campus, state, and federal regulations and policies and reflects University, College/Division, and Department/Unit goals. This project is achievable as described, including the limitations of time, resources, and personnel expertise. All required clearances have been satisfied. I have disclosed any possible conflicts of interest during the proposal development process. If awarded, I agree to conduct the proposed project in compliance with (1) the conditions of the grant and (2) with all policies of UWW, UWS, and the State of Wisconsin.				
I authorize the use of my name and grant information for university publication. <input type="checkbox"/> NO <input type="checkbox"/> YES (initial)				
DEPARTMENT CHAIR/UNIT DIRECTOR		SIGNATURE		DATE
I certify that I have reviewed the proposal/contract and found it to be complete, including required clearances, budget, and commitments involving space, faculty/staff time, and matching funds. In addition, I certify that all resources and other provisions of any award will be fulfilled. A match (check one) <input type="checkbox"/> has OR <input type="checkbox"/> has NOT been pledged. Cash match will be satisfied by a transfer of funds from org code _____-_____ in the amount of \$_____ or via in-kind contributions as described in the budget (narrative).				
COLLEGE DEAN/DIVISION DIRECTOR(S)		SIGNATURE		DATE
I certify that I have reviewed the proposal/contract and found it to be complete, including required clearances, budget, and commitments involving space, faculty/staff time, and matching funds. In addition, I certify that all resources and other provisions of any award will be fulfilled. A match (check one) <input type="checkbox"/> has OR <input type="checkbox"/> has NOT been pledged. Cash match will be satisfied by a transfer of funds from org code _____-_____ in the amount of \$_____ or via in-kind contributions as described in the budget (narrative).				
<i>Applicants submitting proposals including an international component must secure the signature of the Director of the Center for Global Education in this cell.</i>				
RESEARCH AND SPONSORED PROGRAMS CERTIFICATION		SIGNATURE		DATE
By signing this transmittal, I certify that this proposal/contract is consistent with campus, state, and federal regulations; is within the campus' research/service mission; and is approved for submission to the funding agency.				
INITIAL HERE TO APPROVE GRANT/CONTRACT ACCEPTANCE:		DATE:		TYPED NAME: DENISE EHLEN

UNIVERSITY OF WISCONSIN SYSTEM
*COMMITTEE ON BACCALAUREATE
EXPANSION GRANT*

SPECIAL NOTE

Applicants must first submit the proposal to the Office of Research and Sponsored Programs for internal review and assistance in obtaining the required signatures.

All collaborative proposals must include the signature of each institution's Provost or Vice President on the cover page.

Contact Denise Ehlen (ehlend@uww.edu, x5212) with additional questions.

**Committee on Baccalaureate Expansion (COBE) Grant Program
2011-13 Request for Proposals**

Proposals Due: March 15, 2011

The University of Wisconsin System Administration is seeking proposals to support the development and implementation of new programs or projects to implement one or more of ten baccalaureate expansion strategies established by the Committee on Baccalaureate Expansion (COBE). The strategies are as follows:

- **Baccalaureate of Applied Science or General Studies for Career Advancement:** Develop UWS degree completion programs in Applied Science or General Studies targeted to working adult students with an associate degree who want or need a general baccalaureate degree for their career advancement.
- **Baccalaureate Degree Completion Programs in Fields with High Student and Labor Market Demand:** Develop new or expand existing UWS baccalaureate degree completion programs (2+2 or similar models) in areas of high student and labor market demand.
- **Expand Availability of Existing UWS Baccalaureate Programs to WTCS and UW Two-Year Institutions:** Offer UWS baccalaureate degree programs in specific majors to students at WTCS and UW College campuses who are unable to attend a four-year institution.
- **Graduation Completion Project:** Identify, encourage, and provide incentives to students who have completed a substantial portion of credit requirements but have dropped out of college, to come back and complete their associate or baccalaureate degrees.
- **Comprehensive Access Gateway to Learning:** Develop communication and outreach strategies to inform prospective students, parents, and employers about educational opportunities in Wisconsin.
- **Credit for Non-Traditional Learning Experiences:** Develop a coordinated mechanism to assess and assign college credit for learning gained through work, military service, and other educationally related experiences.
- **Alternative Delivery Options and Coordination:** Explore approaches to developing, coordinating, and promoting on-line learning and other delivery alternatives to residential, on-campus degree programs.
- **Pre-College Programs:** Assess, enhance, and promote pre-college programs to determine how best to encourage underserved populations to aspire to and prepare for college.
- **Early Assessment and Intervention Programs to Promote College Readiness:** Develop and implement early assessment and intervention programs to encourage high school students to assess and enhance their preparation for postsecondary education.
- **Expanded Academic and Career Advising Initiatives:** Expand academic and career advising programs and services, such as those focused on helping students make successful transitions within and between postsecondary institutions, to support and encourage retention to degree completion.

Committee on Baccalaureate Expansion (COBE) Grant Program 2011-13 Request for Proposals

University of Wisconsin baccalaureate institutions and Colleges are eligible to receive funding during this competitive phase. Collaborative projects between UW institutions and between UW and WTCS institutions are encouraged and are eligible for funding. Institutions may submit more than one proposal. Multiple submissions must be ranked in priority order by the provost.

Each year, \$250,000 will be allocated to fund new 2011-2013 two-year projects. Institutions may request up to \$75,000 per project per year. Funds will be available starting July 1, 2011. Year-two of project funding will be awarded contingent on evidence that the institution has made measurable progress toward completing program activities in year one.

The UW System COBE grant program does not include FTE positions. Institutions requiring additional positions to develop or implement their projects will need to provide the FTE.

Requirements for Application

To be considered for funding, a proposal must:

1. Articulate well-defined, measurable outcomes that relate to increased production of baccalaureate degree holders.
2. Impact at least one of the target populations identified by COBE (working adults, low income students, students of color).
3. Have the potential to be replicated at other institutions.
4. Employ sound evaluation methods.
5. Detail specific strategies for sustaining the initiative beyond the funding period, including exploration of extramural funding.
6. Include a concrete plan for dissemination of project results.

Proposal Components

Cover Page: All proposals should be signed by the institution Provost. Collaborative proposals should include signatures of the Provost or Vice President of each collaborating institution. Provosts of institutions who submit more than one request for new funding must submit a cover letter indicating the institutional priority for each project.

Project Summary: Provide a brief (200 words or less) summative paragraph describing the project and project goals and objectives.

Project Narrative: The length of the narrative should be up to five double-spaced pages in 12 point font. The narrative should include the following sections:

- **Intended project outcomes:** Describe the overall purpose and intended measurable outcomes of the project and how they would impact one or more of the target populations. Indicate how the project could be replicated at other institutions.

**Committee on Baccalaureate Expansion (COBE) Grant Program
2011-13 Request for Proposals**

- Describe the project: Describe how you will carry out the project including major features and activities. Explain how those address the project's intended outcomes. Describe strategies for sustaining the project after grant funds have expired.
- Assessment: Outline a specific plan for evaluating the project outcomes.
- Schedule: Include a timetable of the project activities.
- Dissemination: Outline a concrete plan for dissemination of project results to other institutions.

Budget and Narrative: Place the attached budget form and a budget narrative immediately following the body of the proposal. Specify how you arrived at the dollar figures included in the budget and how the money is to be used.

Proposals may request support for the types of expenses listed below:

- Replacement costs for faculty or academic staff release time (Please note that, in order to maximize grant funds, fringe benefits will not be funded through the COBE Grant Program)
- Student and/or clerical help
- Supplies and expenses (e.g., travel, meetings)
- Consultant fees

DEADLINE

Proposals must be postmarked or submitted electronically to UW System no later than **March 15, 2011**. Submit electronically via email to saass@uwsa.edu.

QUESTIONS

If you have questions regarding this RFP, contact Diane Treis Rusk by phone, (608) 261-1115, or e-mail, dtreisrusk@uwsa.edu.

COBE Priority Descriptions

Appendix A

The following topics and strategies will be given priority as we consider proposals:

Topic	Strategy
Mentoring Programs	Develop mentoring programs to provide Wisconsin students with education outreach to increase understanding of IHE post-secondary options, admission procedures and financial aid opportunities. Provide social outreach to improve precollege student confidence in pursuing post-secondary education.
Dual Credit Opportunities	Increase enrollment and completion of college level coursework or equivalent by Wisconsin high school students. Particularly support program development in districts that currently provide few dual credit program options and/or serve student populations underrepresented in our colleges and universities.
Remedial/Developmental Programming	Reduce student time to degree and improve first-time student remedial completion rates. Provide faculty and staff with opportunities to establish or replicate successful college developmental and remedial programs.
Credit for Non-traditional Learning Experiences	Credit for Prior Learning: Increase CPL assessment and award by building institutional and statewide capacity to provide CPL assessment. Support development and coordination of replicable models across departments and institutions.
Graduation Completion Projects	Degree Completion Programs: Develop graduation project initiatives that target adults who dropped out of a college program after completing a substantial portion of their degree requirements, and facilitate their return to complete their degree.
Accelerated Degree Programs	Develop programs that encourage traditional and/or adult students to finish their degrees in less than 4 years.
Baccalaureate of Applied Science or General Studies for Career Advancement	Develop degree completion programs targeted to working adult students who hold an associate degree and who are in need of a baccalaureate degree to assist in their career progression.
Baccalaureate Degree Completion Programs in Fields with High Student and Labor Market Demand	Develop new baccalaureate degree completion programs in areas of high student or labor market demand (<i>e.g.</i> , Business, Nursing, Early Childhood, and Special Education).
Baccalaureate Degree Programs Available at WTCS Institutions and UW Colleges	Offer baccalaureate degree programs at WTCS institutions and the UW Colleges taught by faculty from UW four-year institutions

Career-focused Pre-major Associate of Science Degree Programs	Develop career-focused pre-major associate of science degree programs at WTCS liberal arts colleges.
Collaborative Degree Programs	Develop collaborative WTCS associate of applied science degree programs with UWS two-year (1+1) and four-year institutions (1+3).

**Committee on Baccalaureate Expansion (COBE) Grants
2011-13 Funding Request
Proposal Cover Page**

Proposals must be postmarked or submitted electronically to UW System no later than **March 15, 2011**.
Submit electronically via email to saass@uwsa.edu.

INSTITUTION:	AMOUNT REQUESTED: 2011-12 2012-13
PROGRAM DIRECTOR NAME & TITLE:	
DEPARTMENT:	
ADDRESS:	
PHONE:	
FAX:	
E-MAIL:	
PROGRAM TITLE:	
*UW Institutional Approval:	
_____ Institution	_____ Provost
	_____ Grant's Officer
*UW or Collaborating Institution Approval:	
_____ Institution	_____ Provost or Vice President
*UW or Collaborating Institution Approval:	
_____ Institution	_____ Provost or Vice President
*UW or Collaborating Institution Approval:	
_____ Institution	_____ Provost or Vice President

* If more space is needed for the collaborating institutions, attach more pages.

2011-13 BUDGET FORM

PROJECT TITLE:

CATEGORY:

INSTITUTION:

PERSONNEL SALARY

**Identify Personnel in Budget Narrative*

- 1 Faculty and Academic Staff:
- 2 Classified Staff:
- 3 Limited Term Employee:
- 4 Research and Grad Assistants:
- 5 Student Workers:
- 6 Other (i.e., Guest speakers, Consultants, etc):

Hours: Hourly Rate: Total:

Personnel Salary Sub Total:

EQUIPMENT/SUPPLIES & EXPENSES * Refer to <http://www.usaedu/fadmin/travel.htm>

Briefly identify items. Justify each in Budget Narrative detailing travel (i.e., mileage, meals, lodging, software, computers, server time costs)

- 1 Equipment:
- 2 Supplies & Expenses:
- 3 Other (describe):

Supplies & Expenses Sub Total:

PROJECT FUNDING TOTALS:

	2011-12		2012-13	
	Funds Requested	Cost to Institution	Funds Requested	Cost to Institution
Personnel Salary Sub Total:		\$0.00		\$0.00
Supplies & Expenses Sub Total:				
PROJECT FUNDING TOTALS:	\$0.00	\$0.00	\$0.00	\$0.00

Note: In order to maximize grant funds, fringe benefits will not be funded through the COBE Grant Program.