

California State University, San Bernardino

Vital Technology Initiative

Call for Proposals - 2012-2014

Purpose

The Vital Technology Initiative is a component of the Student Success Initiative instituted in Fall 2011. These funds will assist the campus in addressing critical and vital technology initiatives that directly support student success in their courses, graduation, and careers. A Vital Technology Initiative Committee (VTI) of eleven members, the majority of which are students, will review and approve proposals for funding. Campus student organizations, departments, colleges, and divisions may submit proposals. The college deans and vice presidents will assist the VTI committee in the review by prioritizing proposals submitted by their areas.

This round of call for proposals will grant funds up through 2014. Approximate funding available in the fiscal year of 2012-2013 is **\$564,800** and 2013-14 is **\$564,800**. **A proposal may be submitted for either of the academic years or a single proposal may span the two year period, 2012-2014.**

Funding for FY 2012-2013 will be made available by March 4, 2013. Funding for FY 2013-2014 will be made available by August 1, 2013.

Proposal deadline is 5:00pm, Friday, January 18, 2013.

Eligibility

Proposals may be submitted within one of two categories: General or College. General proposals may focus on technology needs of the general student body. College specific proposals may address a specific discipline need or program. Palm Desert Campus proposals will be assessed within the College specific category. The committee will distribute the funds following some general guidelines and allocation percentages for each category (general - 55%, college -45%). These allocations may be adjusted based on strength of submitted proposals.

Members of the campus community may request funds from the Vital Technology Initiative by submitting a proposal. Proposals need endorsements from their respective organizations or departments. Students need to submit through a campus student organization, faculty within departments would seek their chair's approval, and college deans will help prioritize requests, as well as divisional vice presidents. The proposal will contain information about the project, contact information from the requester, a short abstract (250 words or less) highlighting what the project is, and a total amount of funds requested, for each year if applicable. In addition, the request should outline a justification for the project, identify the number of students it will impact annually, what

the intended operational and/or student learning and development outcomes may be, how you will measure whether the intended outcomes were achieved, and provide the committee with an implementation timeline.

As part of the proposal, the requester can outline any collaborative efforts with other organizations or departments and indicate if any matching funds will be allocated to the project.

Of great importance will be a detailed list of how funds will be expended. Resource requirements should include any hardware, software, or personnel needs. Projects must cover initial purchases and any ongoing costs during the term of the project.

Proposal Selection Process

Proposals submitted shall be prioritized and recommended for funding based on the following proposed criteria:

- Technology that is directly used to enhance instructional technology resources for students and the faculty in the classroom
- Enhances student access across the institution
- Enhances the student experience and success
- Supports a high utilization rate for student constituent groups
- Provides enhanced technology resources for students with special needs or disabilities
- Provides enhanced training for student use of technology
- Relative cost/rate of return on investment
- Organization's ability to implement

Projects should not duplicate support structures or funding currently in place but rather attempt to work within and enhance existing projects or suggest new projects. In addition, all projects must adhere to campus policies and standards.

The committee will review the proposals and awards will be announced no later than March 4, 2013. Funds will become available for FY 2012-2013 following the award announcement. Funds will not be released until August 1, 2013 for FY 2013-2104.