Sacramento State Title V Developing Hispanic Serving Institutions

Internal Competition

Applications Due: by 5 p.m. January 3, 2022

Sacramento State is conducting an internal competition to identify a project that will be submitted to the U.S. Department of Education's 2022 Title V Developing Hispanic Serving Institutions Grant Program. Cross-campus collaborative teams are encouraged to propose potential projects for this purpose.

The DHSI Program

Purpose: The Title V Developing Hispanic-Serving Institutions (DHSI) Program provides grants to assist Hispanic Serving Institutions (HSIs) expand educational opportunities for, and improve the retention and graduation rates of, Hispanic and low-income students. These grants enable HSIs to expand and enhance their academic offerings, program quality, faculty quality and institutional stability to serve all students, and Hispanic/ low-income students in particular. Funding is expected to be $500,000 - $600,000 a year for five-years. Interested applicants are encouraged to review the recent 2019 solicitation – attached – to understand the general scope of this program.

Allowable Activities: This is a capacity-building proposal aimed to strengthen an institution's leadership, practices and policies that best promote student success. Funds may be used for activities such as: scientific or laboratory equipment for teaching; construction, or renovation of instructional facilities; faculty development; purchase of educational materials; academic tutoring or counseling programs; funds and administrative management; joint use of facilities; endowment funds; distance learning academic instruction; teacher education; and student support services (please see attachment detailing a list of accepted activities in this application packet). Beyond these general activities, the U.S. Department of Education (USED) narrowly defines the types of projects (also known as priorities) for which they seek funding in each announcement. The priorities that will be included in this year's competition are not yet known (USED is now in the process of updating their priorities but see USED's proposed priorities – attached - for the scope of what they may be considering. Note: Sacramento State has active grant(s) under the DHSI program and USED may elect to prioritize applications from new institutions over institutions that currently have a grant. USED historically gives more favor to projects that: 1) propose multiple strategies; 2) impact students across the campus than those limited to a single college; and 3) provide an effective intervention to a large numbers of students.

Timeline: It is anticipated the USED will release the DHSI FY 2022 funding guidelines – specifically its funding priorities, instructions and due date – in February or March 2022 with an expected due date two months later. Note that these dates and the timeframe to submit an application may change based on Congressional appropriations.

Number of Awards: The funding pool for recent competitions have ranged from 40 to 90+ awards.

USED Application Process: The narrative portion of the application for this competition is typically 55 pages double-spaced. It includes a comprehensive development plan that includes, among other things, an in-depth analysis of the university's strengths and weaknesses in three areas: academic programs, institutional management, and fiscal stability. It asks for proposed strategies to address these challenges, and expects proposed interventions that are evidence-based and supported by a research and theoretical literature. It also expects that new proposed activities and requested funds will not be used to pay for existing staff or services.

Sacramento State's Internal Competition

An institution is limited to one funding application per year. For this reason, Sacramento State is conducting an internal competition to determine what activities the 2022 application will include. This will give interested project teams time to develop an application and allow the review committee to consider many different ideas and their fit with President Nelsen's strategic imperatives. In particular the review committee expects successful projects will:

1) align with DHSI program purpose;
2) detail need using data from Sacramento State;
3) propose core activities that are campus-wide than narrowly limited to a single college, division or academic unit;
4) explain how project activities will actively engage and welcome Hispanic and low income students; and
5) demonstrate knowledge of, and collaborate with, other entities across campus to strengthen our institutional capacity, reduce duplication, and ensure sustainability beyond the grant period.

To Apply: Interested applicants are asked to first email ORIED at research@csus.edu stating their intent to apply. Include names and departments of the anticipated Co-applicants. Next, by January 3, 2022 applicants must provide a written narrative addressing the following application elements (see below), taking into account the purpose of the Title V DHSI program, allowable activities, the President's strategic imperatives and reviewer's expectations (see also the review rubric attached). **Applications must be submitted online at https://csus.infoready4.com by 5 p.m. on January 3, 2022.**

Review Process: The Offices of Research, Innovation and Economic Development (ORIED) has developed a two-phase review process:

Phase I: An internal review committee will identify top-ranked projects that best fit: 1) the general purpose of the DHSI program; and 2) the President's strategic imperatives. See the Application Elements below. The committee may also select elements from different proposed projects for submission in a single proposal.

Phase II: Upon USED's announcement of its specific program priorities and funding requirements for the 2022 DHSI program, a specific project will be selected among the top-ranked projects that best fits the program's absolute, competitive, and invitational priorities. Since USED is in the process of updating their priorities and they cannot be provided beforehand, top ranked applicants may be asked to submit a short summary of how their project fits the DHSI program priorities before a final decision is made.

For more information, contact Jill Shannon at jill.shannon@csus.edu. Note, as the office coordinating this internal competition, ORIED will be unable to assist with preparing internal applications and will only answer questions about the guidelines and process through Phases I and II. However, it will provide in-depth review and feedback on the narrative content of any project that is selected to move forward with a full proposal.

Timeline for Review: A review committee comprised of leaders from Academic Affairs and Student Affairs will review all applications and determine top-ranked projects (Phase I) in early January. The final

decision regarding which project among the top-ranked applicants will submit a proposal (Phase II) will be made after USED has announced their DHSI 2022 funding guidelines and program priorities.

Application Elements:

1. **Please identify – with supporting evidence - an institutional challenge (in academic programs, institutional management, or fiscal stability) at Sacramento State that affects our capacity to enroll, support, retain, or graduate all students, and Hispanic and low-income students in particular.** Note: reviewers will look for data from Sacramento State to argue the need for this project on our campus. (500 word limit; 15 points)

2. **Please describe how the core activities in your proposed project will address this challenge. What are your goals and objectives? In what ways do your goals, objectives and activities address retention and graduation rates? What evidence (research or current practice) do you have to suggest this project will be successful?** (1,000 word limit; 20 points)

3. **President Nelsen has established five strategic imperatives. They are:**
   - Student Success/Time to Degree/Graduation
   - Equity, Diversity & Inclusion
   - Community Engagement/Anchor Institution
   - Philanthropy
   - Safety

   Please explain how your proposed project will address <u>at least one</u> of these strategic imperatives. Note: please focus your response to address one, or a few, imperatives in detail rather than describing many incompletely. (300 word limit; 10 points)

4. **Cumulatively, how many Sacramento State students will receive an intensive/effective intervention? How many of these will be Hispanic, and/or low-income?** Note: reviewers want to see more than campus demographics, but active strategies to engage and welcome these students (300 word limit; 10 points)

5. **Describe the divisions, centers/institutes or programs on campus with whom you are collaborating. What is their role/contribution to the proposed project? Attach signed letters from each of your collaborators that describes their role and how their involvement strengthens the proposed project.** (300 word limit; 10 points)

6. **Provide a rough project budget detailing the types of resources (personnel, space, equipment, etc.) needed to successfully implement this project.** Note: Title V projects do not allow for the inclusion of indirect costs. (300 word limit; 10 points)

7. **Please provide a brief description of your project team and their qualifications to carry out this project. Be sure to include past grant management experience.** (300 word limit; 10 points)

8. **Describe the outcomes and overall impact of your proposed project. How, and to what extent, will the project have a measurable difference on the President's strategic imperatives and the institutional challenge(s) described above? How will it have an impact on changing current institutional leadership, practice or policies?** (500 word limit; 15 points)