SUMMER SCHOOL

2018 Student Success Conference
Student-Centeredness

GRANT APPLICATION

Instructions - Details and Guidelines:

All awarded grant applications must abide by University policies and guidelines.

INTRODUCTION
Student-centeredness is a central concept in higher education practice and scholarship. At Carolina, the concept of student-centeredness is frequently evoked across academic and student affairs, and influences strategic objectives for enhancing student success. The 2018 Student Success Conference provided insight as to what student-centeredness means at Carolina and how professionals (student support staff and faculty) can align their practice with the tenets of student-centeredness.

At Carolina, Summer School is a time of intellectual innovation and an opportunity for best practices in teaching and learning to develop. In keeping with this tradition and the ideas presented at the 2018 Student Success Conference on student-centeredness, the Summer School is offering funding to faculty and staff to continue the conversation and to encourage the development of innovative curricular and co-curricular projects that are anchored in the tenets of student-centeredness during the 2018 Summer School sessions. Within the $10,000 available grant funding, it is expected that more than one application will be selected for funding. Grant requests may not exceed $2,500. Applicants may receive between $100 and $2,500 in funds.

All applicants will receive notification as to whether their proposal has been recommended for funding. If funding is awarded, the notification will include stipulations that may apply to its usage and required accounting procedures. If the grant proposal is not funded, the notification will include the reasons for the decision.

THE FOLLOWING PARTIES ARE ELIGIBLE FOR GRANT FUNDING

- Individual University staff or faculty
- University program, office, or department

Note: You must have attended the conference to be eligible for funding.
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REQUIREMENTS
All questions on the Summer School Student-Centeredness Grant Application form must be completed with an answer or insert “not applicable.” The committee will not review an incomplete application.

To make your grant application a strong contender for funding, please keep the following items in mind:

- The grant application consists of two parts.
  1. Part I requires contact and program information, as well as the executive summary.
  2. Part II requires detailed budget and financial information.

  Supplementary materials (student testimonials, photos, brochures, etc.) may be attached.

- Applications should demonstrate a sincere interest in undergraduate student needs, and programs/events must totally benefit students. Stronger consideration will be given to programs or projects that provide a clear connection to the tenets of student-centeredness, as outlined in the conference’s opening session, as well as the university-wide definition of student success. See the last page of this application for the tenets of student-centeredness. See studentsuccess.unc.edu/defining-student-success for the definition.

- Strong applications will demonstrate clear references to relevant literature on student-centeredness. See the reference guide on the conference webpage for more information.

- Individual applicants should demonstrate support from department chairs and/or directors.

ADDITIONAL CONSIDERATIONS

- The project or program must be viable and designed to encourage student-centered approaches to supporting undergraduates in a measurable way.

- Collaboration with other campus departments and organizations is encouraged.

- Funding is not likely to be granted for food. It is best not to ask for these expenditures unless it is a vital part of the grant proposal. Please refer to the list of allowable expenses provided in the application.

- Successful applications will maximize the funding available.

- Consult with your department’s financial manager to assist with the required budgetary portion of the application. The funding will be awarded to the office or department, and not to individuals.

- Stakeholders of the 2018 Student Success Conference will meet during the week of March 23 to review applications. Notice of the application status will be sent no later than April 6.
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REQUIRED GRANT EVALUATION

- All applicants receiving grant funds are required to produce a written overall evaluation of the program/event 30 days after its completion, including an itemized record of how the funding was used, to the Office of Undergraduate Retention.
- Grant recipients must also agree to present information about their grant project and the outcomes at a fall 2018 discussion session, date to be determined.

TIMELINE: APPLICATION, PRESENTATION AND NOTIFICATION PROCESS

- **February 26, 2018**: Grant applications available
- **March 30, 2018**: Applications due no later than 5:00 p.m. (please submit completed grant applications to candicef@email.unc.edu).
- **April 13, 2018**: Notification to applicants will occur no later than this date.
- **May 4, 2018**: If grant money has been awarded, the funds may be made available in a lump sum to the departments by April 27, 2018. Other arrangements may be made with the Office of Undergraduate Retention to process charges associated with the grant.
- **July 31, 2018**: Grant money must be spent, as stipulated in the funding letter, by this date unless special permission is received to extend the grant.
- **August 7, 2018**: Evaluation and itemized report of how expenses were used due to Undergraduate Retention (candicef@email.unc.edu).

WHEN AN AWARD IS GRANTED

The Office of Undergraduate Retention will send award notification letters via e-mail no later than April 13, 2018 to the selected applicant(s) and the unit chair or dean. The letter will include details about the funding amount and any stipulations that may apply. The funds will be managed by Undergraduate Retention on behalf of the grantor – the Summer School.
The 2018 Student Success Conference stakeholders look forward to receiving your Summer School Student-Centeredness Grant Application for summer 2018. Please submit all completed grant applications to candicef@email.unc.edu no later than March 23, 2018.

All applications will be collected and presented to the stakeholder group for review after receipt. Please make sure that you have thoroughly reviewed your application prior to submitting it.

- Ensure that all the questions in this application have been answered completely, are concise, and clearly articulated.
- Does the executive summary read well and to the point? Does it meet the 150-word limit and summarize all the important facts about the program you are requesting to fund?
- Review your budget for accuracy, ensuring your expenditures and grant request balance.

Should you have any questions about the application or grant procedures, please contact:

Candice Powell, M.Ed.
Interim Associate Director for Retention
Office of Undergraduate Retention
University of North Carolina at Chapel Hill
3002 Steele Building, CB# 3504
candicef@email.unc.edu
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2018 SUMMER SCHOOL GRANT APPLICATION
PART I

Grant application consists of two parts:

- Part I requires contact and program information and the executive summary.
- Part II requires budget and financial information.

All requested information is required.

Applications must be sent to candicef@email.unc.edu no later than March 23, 2018 at 5:00 p.m. Refer to Grant Application Instructions – Details and Guidelines for details.

Please type and pay close attention when completing the information below.

Contact Information:

Primary Contact Information
Name:
Title:
School/Department/Office:
Email Address:
Telephone Number:
CB#:

Collaborator Contact Information
Name:
Title:
School/Department/Office:
Email Address:
Telephone Number:
CB#:

Finance Contact Information
Name:
Title:
School/Department/Office:
Email Address:
Telephone Number:
CB#:
Executive Summary:

Briefly summarize your project or program. The executive summary is an essential component of the grant application. The summary should highlight only primary information that is critical to understanding your proposal. Financial information should not be included with this section. Please limit to 150 words.

Program Information:

A. Name (title) which will best describe this grant application:

B. What is the timeline for beginning and completing the project or program?

C. Outline the proposed objective(s).
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D. Describe a) how your project meets the tenets of student-centeredness and b) the student needs that will be addressed in alignment with the definition of student success.

E. Reference relevant literature on student-centeredness and the connection(s) to your project or program here. Please cite the reference.

F. Describe the demographic(s) and estimate the number of undergraduate students who will be served.

G. Describe how you will assess if your project achieved the areas of student-centeredness your proposed and how the overall impact on student success will be measured.

H. Is this part of an existing project or program? If yes, please provide a description and a link to relevant web pages if applicable.
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2018 SUMMER SCHOOL GRANT APPLICATION
PART II

Financial Information
Please type and pay close attention when completing the information below.

Section A
Describe in detail the type of expense vital to the grant proposal and the amount (examples: printing – what is being printed -- $1,000; supplies – what type of supplies -- $500). Funding is generally not granted for food. It is best not to ask for food unless it is a vital part of the grant proposal. If a vital part of the project or program, please explain why.

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<th>From the budget projected in Section A, please list the specific items and dollar amounts for which you are requesting grant funds.</th>
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Section B
Briefly explain why grant funds are necessary for success of your student-centered proposal.
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Section C
Provided the project or program is successful and you want to continue offering it, how do you anticipate sustaining it financially in the future?

END OF APPLICATION

Tenets of Student-Centeredness

Student Centeredness IS NOT:
Banking knowledge
Transmitting content
Decontextualized
Objective/fixed
Risk-averse
Testing
Standardized

Student Centeredness IS:
Bi-Directional/Interdependent
"Equal" (power-sharing)
Active/Experiential/ Interactive/Experimental
Embodied/Confluent & Engaged
Reflexive
Process & Competence-oriented (deep learning)
Constructivist (Subjective & Contextualized)
Challenging
Responsibility & accountability
Personalized