# LCC Logo

# Innovative Program Research and Development Award

## Description

The LCC Board of Trustees has established a designated fund of $500,000 to support necessary innovative program research and development. The Provost will administer the use of this designated fund. To qualify for these funds, the project must focus on offering a new certificate or degree program that may increase enrollment and prepare students for future job market opportunities **or** offer an existing degree or certificate in an innovative modality such that an existing degree or certificate becomes more accessible to and increases completion opportunities for students. See examples below.

Examples of innovative projects include, but are not limited to

* development of alternative delivery modes or integration of new instructional technology or innovative use of existing technology (such as hybrid or hy-flex classes, simulation labs),
* development of accelerated courses or degree pathways (such as industry certifications),
* development of stackable certificates for a degree,
* use of emerging technologies and equipment (for example: new certificate program for drone operators),
* professional development or curriculum development for an interdisciplinary or cross-functional program that leads to new stackable certificates, innovative programs, acceleration to degree/credential, etc…, and
* Z degrees (no textbook costs for the degree program).

## Working Definition for the Strategic Plan on Competitiveness and Innovation

“LCC will create an environment where problems are solved through elegant simplicity, intelligent risk-taking, and organizational agility through the practice of vetting and prioritizing ideas to be transformed into new/improved programs, services or processes." ([2021-2024 Strategic Plan](https://www.lcc.edu/_unlisted/strategic-directions/))

## Working Definition for the Strategic Plan on Diversity, Equity, and Inclusion

“LCC will embed diversity, equity and inclusion (DEI) principles into all collegewide operations, practices and procedures.

Diversity refers to the variety of human differences and personal experiences, values and worldviews that arise from cultural and circumstance differences.

Equity refers to the ongoing practice of recognizing and eliminating barriers and bias within procedures, processes and distribution of resources in the structure of system. To be effective, equity should involve the distribution of resources according to the needs of the recipients. Inclusion refers to the act of creating safe and welcoming environments in which every person feels invited, accepted, respected, supported and valued to participate fully.

Inclusion demonstrates respect in words and actions, such that everyone can be included or be made part of something.”

([2021-2024 Strategic Plan](https://www.lcc.edu/_unlisted/strategic-directions/))

## Application Process and Timeline

* Applications are open for faculty or groups of faculty, staff, and administrators currently employed at LCC.
* Applications are now being accepted on an ongoing basis until August 30, 2023 or earlier if all available funds are allocated before this date.
* Review of applications will begin within two weeks after an application has been submitted.
1. Discuss the project with your program or department, lead faculty, associate dean, etc. Consult with the **Academic Senate Budget Committee** (LCC-AS-Budget-Committee@star.lcc.edu) **Innovations Team** (contact Matt Fall fallm@star.lcc.edu) or the **Program Innovation Exchange** **(PIE) Team Workgroup** (contact Mindy Wilson wilsom10@star.lcc.edu ) for assistance developing your project.
2. Fill out the application below.
	1. Submit the application to the innovationsgrant@lcc.edu.
	2. Applications will be reviewed by the Academic Senate Budget Committee.
	3. The provost will make final decisions.
3. Applicants will be notified regarding the funding status of their project by the provost within 4 weeks of applying.
4. Your proposal will be included in a library of innovations.

## Criteria

Decisions about funding will be based on the following:

* Clear description of the need for this innovation, new degree or certificate.
* Clear explanation of alignment with [LCC’s Strategic Plan](https://www.lcc.edu/_unlisted/strategic-directions/) for Competitiveness and Innovation (Focus Area 5) and embedded Diversity, Equity, and Inclusion (Focus Area 3).
* Clear description of how this project is innovative.
* Clear description of how this project addresses diversity, equity and inclusion.
* Proposal clarity, quality, and specificity.
* Evidence of collaboration in developing the project and support from the program lead or faculty chair, supervisor, and dean.
* Clear description of impact on students.
* Assessment plans include specific quantitative and/or qualitative methods.
* Rationale and basis for requested funding.
* Total number of proposals and amount requested.
* Other funding sources that the applicant has applied for or received. (Other funding sources will **not** disqualify a project from this funding.)

## Questions

Questions may be addressed to innovationsgrant@lcc.edu.

# Innovative Program Research and Development / Application

Directions: Please fill out all areas of the application. The clarity, quality, and specificity of the application are important.

## Applicant Contact Information

### Primary Applicant’s Name: Click or tap here to enter text.

LCC Email address: Click or tap here to enter text.

Department: Click or tap here to enter text.

 Role: [ ] Faculty [ ] Staff [ ] Administration

[ ] Full-time or [ ] Adjunct

Phone: Click or tap here to enter text.

Please list all collaborators:

| Name | E-mail | Department/Division | Role (Fac., Admin., Staff) | Full-time or Adjunct |
| --- | --- | --- | --- | --- |
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Is this a designated PIE (Program Innovations Exchange) team project? Choose an item.

For more information, please see the [Program Innovations Exchange (PIE) Teams Website](https://innovation.openlcc.net/pie-teams/).

## Project Description

To qualify for these funds, the project must focus on offering a new certificate or degree program that may increase enrollment and prepare students for future job market opportunities or offer an existing degree or certificate in an innovative modality such that an existing degree or certificate becomes more accessible to and increases completion opportunities for students.

Please describe this project. Include how the project aligns with the criteria for this grant and how this project aligns with the working definition for the Strategic Plan on Competitiveness and Innovation and Diversity, Equity, and Inclusion. (Please limit to 750 words, if possible.)

Click or tap here to enter text.

## Timeline for Implementation

Please indicate the steps involved in this project and the semester in which you plan to implement it:

Click or tap here to enter text.

## Impact

Please describe the following:

1. Approximate number of students that will benefit from this project per academic year and details about the impact on students:

Click or tap here to enter text.

1. Other groups impacted by this project: Click or tap here to enter text.
2. Please request market analysis for your project and attach results to this application.

[CDS Data Request Form](https://internal.lcc.edu/cds/data_request_form/)

Consult your division for assistance with the market analysis:

* Arts & Sciences- Adrienne Jenkins (jenkina6@star.lcc.edu) and Josie Sebastian (colej9@star.lcc.edu)
* HHS: Kelly Ellis (ellisk@star.lcc.edu)
* Tech Careers: Nicole Reinhart-Huberty (reinhan@star.lcc.edu)
1. Describe the following, if applicable:
2. How much would this project increase speed to credential?

Click or tap here to enter text.

1. Does the pathway include a stackable credential pathway? Please specify.

Click or tap here to enter text.

## Project Assessment Plans

Describe your plans to assess the impact of this project via quantitative and/or qualitative methods (i.e. feedback surveys, etc.). Specific strategies must be included. Please consult with Karen Hicks in the Center for Data Science to make sure outcomes are measurable.

Note: If funded, be sure to include plans to assess this project on your Program/Department Operating Plans (POPs).

Click or tap here to enter text.

## Itemized Budget

Please list an estimate of all costs involved in this project.

Instructions

1. Be as specific as possible, particularly in your description and justification for each item.
2. The budget may include:
* Curriculum development (overload or re-assigned time for FT or pay for adjuncts).
* Materials, equipment, and supplies not normally covered by departments.
* Professional Development
	1. Travel and registration fees for specific training, conferences, etc.
	2. Consultant fees and other costs for campus visits or video conferencing with curriculum, pedagogy or subject matter experts.

Add lines as needed.

| **Item** | **Description and Justification** | **Estimated Amount** |
| --- | --- | --- |
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Total Amount Requested: Click or tap here to enter text.

1. Please list and describe any ongoing costs that the college would incur to keep this project going after the grant funds have been spent.

Click or tap here to enter text.

1. Other Funding Sources: please list any other funding sources (internal or external to LCC) that you have sought or received for this project. If there are multiple funding sources, please explain the portion of funding being requested from the New Program Research and Development Grant and why it is needed.

Click or tap here to enter text.

## Program / Department Approval

1. Was this project discussed and approved during a Program/Department meeting? ☐Yes ☐No
	1. If not, please explain the discussion process.

Click or tap here to enter text.

1. Describe how faculty in your area will collaborate on or participate in this project.

Click or tap here to enter text.

## Signatures

Please sign and date:

1. Primary Applicant: Click or tap here to enter text. Click or tap to enter a date.
2. Associate Dean or Director: Click or tap here to enter text. Click or tap to enter a date.
3. Dean: Click or tap here to enter text. Click or tap to enter a date.

## Project Review and Approval

Reviewed by the Academic Senate Budget Committee on: Click or tap to enter a date.

The ASBC supports this project:

[ ]  Yes

 [ ]  Yes, with contingencies (See comments below.)

 [ ]  No (The project does not meet criteria for this award. See comments below.)

Comments: Click or tap here to enter text.

Academic Senate Budget Committee members who reviewed the application: Click or tap here to enter text.

Provost signature: Click or tap here to enter text. Click or tap to enter a date.

[ ] Approved

[ ] Pending based on funding availability

[ ] Not approved

Comments: Click or tap here to enter text.