REQUEST FOR PROPOSALS
TITLE III PART B—STRENGTHENING HISTORICALLY BLACK COLLEGES & UNIVERSITIES
COLLEGE COST REDUCTION AND ACCESS ACT

Invitation to Apply

Interested faculty and staff are invited to submit to President Ragster, through their respective Division Head, Chancellor, Vice Provost for Research and Public Service, or the Provost as appropriate, funding requests for projects that will last no longer than two years (commencing on October 1, 2008), to be conducted under the auspices of the Title III Part B—the Strengthening Historically Black Colleges and Universities (HBCU) Program, utilizing funding made available through the College Cost Reduction and Access Act of 2007. All proposals should be submitted by June 6, 2008, pursuant to the format provided in this document. Please copy the Title III Office on all requests.

What You Need to Know About Title III and CCRAA

Before submitting a proposal for Title III College Cost Reduction and Access Act (CCRAA) funds, please read the following description of this funding opportunity. Without an understanding of the goals and restrictions of this program, you will be less likely to craft a successful application, and if funded, have a successful project.

Title III is a formula program meant to strengthen HBCUs so they may continue their unique role of educating Black, educationally disadvantaged, and low-income students. The intent of the Title III program is to assist “institutions in establishing and strengthening their physical plants, academic resources and student services so that they may continue to participate in fulfilling the goal of equality of educational opportunity.”

Annual grants are provided to institutions in five-year cycles based on a number of factors, including the number of Pell Grant recipients at the institution, the number of graduates enrolled in graduate or professional degree programs in disciplines in which Blacks are underrepresented, and the number of baccalaureate graduates.

The President, as Principal Investigator for the overall Title III program, selects a theme for the five-year funding cycle, determines which projects will be supported with the UVI Title III authorization, designates Project Directors, and plays a primary decision-making role with regard to Title III funds. The theme for the current cycle is “Enhancing Institutional Infrastructural Capacity for Support of Student Success”.

All approved projects must be capable of being completed within a two-year period, or must demonstrate the ability to be sustainable without Title III CCRAA funding if they are not completed within that time frame. Additionally, approved projects must fit within the legislatively allowable activities tied to the Title III funding authorization and must be
in keeping with federal guidelines for allowable costs outlined in OMB Circular A-21 and the Education Department General Administrative Guidelines (EDGAR).

The College Cost Reduction and Access Act was passed by the US Congress and signed into law in fall 2007. Included in its provisions are an additional $85 million to be distributed to Historically Black Colleges and Universities pursuant to the formula that is used to allocate Title III, Part B funds. These funds may be used for:

- Purchase, rental, or lease of scientific or laboratory equipment for educational purposes, including instructional or research purposes;
- Construction, maintenance, renovation, and improvement in classroom, library, laboratory, and other instructional facilities, including purchase or rental of telecommunications technology equipment or services;
- Academic instruction in disciplines in which Black Americans are underrepresented;
- Purchase of library books, periodicals, microfilm, and other educational materials, including telecommunications program materials;
- Establishing or enhancing a program of teacher education designed to qualify students to teach in a public elementary or secondary school in the Territory that shall include, as part of the program, preparation for teacher certification;
- Other activities, consistent with the institution’s comprehensive plan and designed to increase the institution’s capacity to prepare students for careers in the physical or natural sciences, mathematics, computer science or information technology or sciences, engineering, language instruction in the less-commonly taught languages or international affairs, or nursing or allied health professions.

These funds may not be used for general advertising and public relations, student recruitment, purchase of alcoholic beverages, commencements, convocations, special events, or individual faculty publications or presentations. Additional restrictions apply. It is the role of the Title III Office to assist the President and project directors in ensuring compliance with the federal guidelines and restrictions and to facilitate the management of these projects and funds.

Funding from the CCRAA will be available for two years, with a total of $85 million being allotted to the HBCUs each year, commencing October 1, 2008. The amount to be allocated to UVI is unknown, but is projected to be in the neighborhood of $375,000.

**Criteria for Review**

To be considered, projects should:
- last no more than two years, or should demonstrate how they will be sustained beyond the life of the funding if they do;
- be consistent with one or more of the allowable uses of CCRAA funds as described in the RFP;

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• be consistent with the overall theme of the 2007-12 UVI Title III program—
  “Enhancing Institutional Infrastructural Capacity for Support of Student Success”;
• meet a critical institutional need;
• demonstrate consistency with VISION 2012; and
• demonstrate consistency with the UVI Title III Comprehensive Development Plan.

Questions

Questions may be referred to Mr. Dayle Barry, Title III Coordinator at 693-1054 or
dbarry@uvi.edu.
Suggested Format for CCRAA Requests

Below is a model request format that should be used to develop a proposal for the use of Title III CCRAA funds.

**TITLE**

**Specific Request:** To utilize $__ in Title III carry forward funds to provide, improve or upgrade, offer etc. [One to three sentence summary description].

**Description of Activity:** [Provide a more detailed, but concise description of the need and activities/purchases/improvements to meet the need. Limit one full page]

**Rationale:** [Provide a logical discussion of the viability of the project and its consistency with the allowed uses of the funds.]

**Outcomes and Timeline:** [Provide specific, measurable outcomes, benchmarks.]

**Proposed Budget:** [Not all projects will include all cost categories.]

- Personnel $__
- Fringe Benefits $__
- Travel $__
- Equipment $__
- Supplies $__
- Contractual $__
- Construction $__
- Other $__

**Total:** $__

**Budget Justification:** [Provide detail on budget categories, including names of individuals to be paid, time committed to the project, list of equipment, reason for travel and consulting services, etc.]
Federal Budget Line Item Descriptions

**Personnel:** The total amount spent on full-time, part-time, temporary and student staff salaries, which are not part of “fringe benefits”.

**Fringe Benefits:** The total dollar amount estimated for “fringe benefits”. The UVI rates are 32% for full-time employees, and 8.65% for part-time, temporary, summer faculty and student employees.

**Travel:** The total dollar amount estimated for transportation and per diem expenses during travel that is necessary and related to achieving the objectives of the project. This category does not include freight costs or consultant’s travel expenses.

**Equipment:** The total dollar amount estimated for property having an acquisition cost of $5,000 or more per unit and a useful life of more than one year.

**Supplies:** The total dollar amount estimated for all tangible personal property having a useful life of less than one year or unit cost of less than $5,000.

**Contractual:** The total costs of contractual agreements with another institution of higher learning, organization or business. **Consultant costs are included in the “Other” category.**

**Construction:** The total costs associated with approved construction projects (including renovation costs).

**Other:** Includes all other direct costs not covered by other budget categories (including training stipends, communication & information, consulting costs, etc.)

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1 Adapted from Title III/V Annual Performance Report System
(https://www.iduesapr.org/section4/index.cfm?fuseaction=s4int)