REQUEST FOR PROPOSALS
TITLE III PART B—STRENGTHENING HISTORICALLY BLACK COLLEGES & UNIVERSITIES
COMPREHENSIVE DEVELOPMENT PROGRAM
2007-2012

Invitation to Apply

Interested faculty and staff are invited to submit to President Ragster, through their respective Division Head, Vice Provost for Research and Public Service, or the Provost as appropriate, and Component Head, project proposals to be considered for inclusion in the 2007-2012 Title III Part B Comprehensive Development Program. Proposals should be submitted to the Office of the President by September 29, 2006. (Projects that require the use of campus facilities must also be approved by the respective Campus Executive Administrator.) The Comprehensive Development Program is a five-year plan for use of grant funding under the auspices of the US Department of Education’s Title III Part B, Strengthening Historically Black Colleges and Universities (HBCU) program. Proposals may be submitted for the entire five-year cycle (beginning October 1, 2007), or for any portion thereof. No project, however, should extend beyond September 30, 2012.

What You Need to Know About Title III

Before submitting a proposal for Title III funds, please read the following description of the Title III program. 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 grant 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 UVI President is the Principal Investigator for the institution’s Title III program. The President selects a theme for the five-year funding cycle (consistent with the approved strategic plan), determines which projects will be supported with the UVI Title III authorization, designates Activity Directors, and plays a primary decision-making role with regard to Title III funds.

All approved programs must fit within the legislatively allowable activities contained in the Higher Education Act of 1965, as amended, 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).
Project Theme

The theme for the 2007-12 grant cycle is “Enhancing Institutional Infrastructural Capacity for Support of Student Success”. The focus will be on improving the internal capabilities of institutional personnel, functions and structures in order to achieve the learner centered environment articulated in VISION 2012.

VISION 2012

VISION 2012 establishes the framework for the institution’s efforts to improve its delivery of education, as well as its operational efficiencies through the year 2012. The four strategic areas of focus approved by the UVI Board of Trustees are:

- educational excellence;
- institutional improvement;
- financial sustainability; and
- community engagement.

Project proposals should support or implement one or more of strategic areas of focus established in VISION 2012. Additional information on VISION 2012 may be found at the Latest Links button on the UVI home page (www.uvi.edu). Any project expected to last beyond the five-year grant cycle should include a sustainability plan which demonstrates how the project will continue without Title III support.

What is Allowed Under Title III Regulations

To be approved by President Ragster, all requests must be consistent with the Project Theme, must address one or more of the priorities of the UVI Strategic Plan and must fall within one of the following legislatively allowable activities:

1. purchase, rental or lease of scientific or laboratory equipment for educational purposes--instructional and research;
2. construction, maintenance, and renovation of instructional facilities, including purchase or rental of telecommunications technology equipment or services;
3. faculty development and exchanges [excluding individual faculty publications and presentations, but including support for faculty to complete a terminal degree];
4. academic instruction in disciplines where blacks are underrepresented;
5. purchase of educational materials, including telecommunications program materials;
6. student services designed to improve academic success, such as counseling and tutorial;
7. funds and administrative management and acquisition of equipment for use in strengthening management;
8. joint use of facilities [refers to facilities shared with other Title III-eligible institutions and used for allowable activities];
9. establishing or improving a development office to strengthen or improve contributions from alumni and the private sector;
10. enhancing a teacher education program designed to qualify students to teach in public elementary or secondary schools that includes, as part of the program, preparation for teacher certification; and
11. community outreach programs to encourage elementary and secondary students to develop academic skills and interest in pursuing postsecondary education.
Title III 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.

US Department of Education Title III Performance Targets

The US Department of Education has established four performance targets for Historically Black Colleges and Universities for Fiscal Year 2006. These targets are meant to serve as a guide for HBCUs receiving Title III funds toward the program goal of improving “the capacity of minority-serving institutions, which traditionally have limited resources and serve large numbers of low-income and minority students, to improve student success and to provide high-quality educational opportunities for their students.”

- Indicator 1: Full-time degree-seeking undergraduate enrollment at HBCUs will increase. Target is 231,443 by 2009. Actual performance is 223,933 by 2005.
- Indicator 2: First-year persistence rate of students attending HBCUs will increase. Target is 67% by 2011. Actual performance is 65% by 2005.
- Indicator 3: The graduation rate for students enrolled at HBCUs will increase. Target is 37% by 2011. Actual performance is 39% by 2004.
- Indicator 4: Cost per successful program outcome. No target established. Actual performance is $8,982 in federal dollars expended per HBCU undergraduate and graduate degree.

Project Selection & Criteria

The President selects those projects that will become a part of the 2007-12 grant cycle, and is guided by the recommendations of a committee appointed by her. Criteria for selection include:

- consistency with the project theme (double weighted);
- consistency with the UVI Strategic Plan—VISION 2012;
- consistency with the 11 Legislatively Allowable Activities of the Title III program;
- alignment with USED performance targets;
- ability to be completed within the five-year grant cycle (double weighted)
- collaboration among two or more units or components (double weighted); and
- attending to a critical institutional need (double weighted).

While inconsistency with the Title III Legislatively Allowable Activities disqualifies a project from consideration, special attention is given to those criteria that are weighted. Each proposal should demonstrate the impact that the project would have on the institution. Responders to this solicitation are encouraged to ensure that their proposals specify timelines for all projected outcomes.

Questions

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

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

**UVI REQUEST FOR TITLE III FUNDS FOR [PROJECT NAME]**

**Specific Request:** To utilize $__ in Title III 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. The description should demonstrate consistency with the 2007-2012 project theme, VISION 2012 and at least one of the legislatively allowable activities for which Title III funds may be used.]

**Outcomes and Timeline:** [Provide specific, measurable outcomes, benchmarks. Outcomes here are defined as the differences or changes realized as a result of an activity or series of activities.]

**Proposed Budget:** [Not all projects will include all cost categories.]
- Personnel
- Fringe
- 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 32.65% 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)