**TENNESSEE STATE UNIVERSITY**

**CALL FOR PROPOSALS FOR TITLE III FUNDING**

The Tennessee State University (TSU) Office of the President will accept proposals for the next funding cycle (October 1, 2012 – September 30, 2017) for Title III Part-B Strengthening Historically Black Colleges and Universities (HBCU) Program beginning October 28, 2011. The deadline for submission is February 15, 2012.

The purpose of the legislation that established the Title III Part B, Strengthening Historically Black Colleges and Universities Program is to enhance the current state of “Black postsecondary institutions to ensure their continuation and participation in fulfilling the Federal mission of equality of educational opportunity.” This program provides financial assistance to Historically Black Colleges and Universities to establish or strengthen their physical plants, financial management, academic resources, and endowment-building capacity.

Project proposals must follow the Federal Legislative Allowable Activities (LAA); be outcome-based and focused on TSU’s Five (5) Key Performance Indicators (KPIs) derived from the University’s *2010-2015 Strategic Plan Goals and Expectations*:

1. Access and Diversity
2. Academic Quality and Student Success
3. Business-Friendly Practices
4. Revenue Generation/Research/Resourcefulness
5. Engagement

Proposals should be written in clear standard English, double spaced, and must include the title of the project at the top of each page. Each proposal must include the following:

1. An **abstract** of the proposed project (not to exceed one page).
2. **Project rationale.** A clear explanation of the need for the proposed project. This should include the relationship of the proposed project to one or more component(s) of the University’s Five (5) Key Performance Indicators (KPIs). **This relationship must be clearly explained.**
3. **Goals, objectives and anticipated results.** For each proposed activity, applicant must clearly identify the area(s) targeted for improvement (i.e., academic quality, fiscal stability, institutional management, and student services) and list 2 to 3 goals related to the particular focus area. Please listannual objectives; when combined with anticipated results, **the objectives should be measurable, attainable and realistic**.
4. **Implementation strategies and timetable.** For each proposed activity, describe in a comprehensive manner, who will do what, how, and when it will be done to meet the objectives of each activity. NOTE: Applicant must connect each activity or action step to theproblem or weakness it intends to address.
5. A list of **key project personnel and qualifications.** Attach a curriculum vita or résumé. If you are proposing new positions, please confer with the Office of Human Resources regarding position titles, duties, and salary. Briefly describe the recruitment or hiring process. If faculty release time will be given, explain how much release time is involved and who will be asked to provide approval.
6. A clear **evaluation plan**. This should include both formative and summative evaluations. Remember that *formative evaluations* are for improvement (fine tuning) purposes; while *summative evaluations* are to describe the impact of the project.
7. **Institutionalization plan.** A description of methods, procedures and processes that will be used by the University to institutionalize financial management and academic program practices for the proposed funded activity after the five-year period has ended. It is essential to plan for sustainability from the initial concept. Ways to document sustainability include (1) proposed funded activity becomes essential within existing programs and/or courses; (2) the college/department incorporates the major activities within ongoing operations and processes; (3) the project becomes part of the structure of the college/department and is continued through other external funding; or (4) the best practices developed by the project are disseminated to benefit others.
8. **Proposed budget for each year of the project**. For each proposed activity, prepare a separate, detailed itemized budget (in dollars), and a budget narrative for each year you are requesting grant funds. Demonstrate and justify that all costs are reasonable in today’s market and necessary to accomplish the activity objectives. The proposed budget should not exceed $500,000 annually. Budgets less than $100,000 will not be considered.

All applications must be submitted by **February 15, 2012** via email to Dr. Peck-Chong Liew at [pliew@tnstate.edu](mailto:pliew@tnstate.edu).

**Handouts:**

1. Title III Part B, Section 323 Legislative Allowable Activities (LAA)
2. List of Unallowable Costs for Federal Projects