

2019-2020 REQUEST FOR DISTRICT INNOVATION FUND PROPOSALS

The San Mateo County Community College District has tentatively earmarked \$1 million in the 2019-2020 General Unrestricted Fund for Innovation Fund programs and projects across the district that support the District's strategic goals and strategies. The District Innovation Fund is a component of the district general unrestricted fund resource allocation, hence these are ongoing fund 1 dollars.

The colleges, District Office and Facilities will submit proposals to Chancellor's Council for evaluation. The Chancellor's Council then allocates the Innovation fund.

Since its inception in FY 2015-2016, Skyline College has received \$2,150,000 of ongoing dollars to fund District Innovation Fund proposals. Some of the prior year Innovation Fund awardees include:

- SparkPoint
- Middle College
- Baccalaureate degree for Respiratory Care
- STEM Center
- Promise Scholars Program
- Career & Workforce Development institutionalization
- Bay Area Entrepreneur Center institutionalization
- Title IX
- The Dream Center
- Skyline Express Shuttle

The District Innovation Fund is separate and distinct from Skyline College's President's Innovation Fund (PIF).

PROPOSAL DESCRIPTION

The District Innovation Fund supports creativity and innovation at Skyline College that align with the college's Mission, Vision, Values and Goals and the focus of students Getting In, Getting Through and Graduating...on time.

The proposal should include:

- Overview – brief abstract of the project, with objectives addressing how the proposal relates to the district's and college's strategic goals and priorities;
- Narrative – description of the project, including the rationale as well as anticipated outcomes;
- Needs Assessment – specific financial, human resources, facilities and technology needs;
- Assessment – timelines and metrics to be used to measure accomplishments

REVIEW AND PRIORITIZATION PROCESS

The Strategic Priorities & Allocation of Resources Committee (SPARC) is responsible for the review and prioritization of District Innovation Fund proposals for ongoing funding. SPARC will rank the proposals using a rubric (to be developed) to evaluate and prioritize proposals submitted by the college and make a recommendation to the President. The President will review and evaluate the prioritized proposals and develop the college recommendation to Chancellor's Council. Proposals that align with the District Strategic Planning priorities and that support the Skyline College Redesign will be viewed very favorably.

APPROVALS & SUBMISSION

In order for the proposal to be considered, obtain the signed approval of your division dean/department supervisor prior to submission to the Strategic Priorities & Allocation of Resources Committee (SPARC).

Proposals, including a signed original and an electronic (WORD doc) copy, should be submitted to briones@smccd.edu with a copy to hutchinsonj@smccd.edu by 4:00 pm on Monday March 11, 2019.

Please use the subject "Innovation Fund 2020 – name of your proposal".

Word limit – no more than 3 page narrative, plus one (1) budget page, using 12-font Times New Roman.

Awards will be announced in late April 2019.

Any materials (print, video, etc.) created, produced and/or distributed in relationship to all awarded the Innovation Fund must receive approval from MCPR.

BOARD REPORT

The District Office submits reports to the Board of Trustees to at the end of the academic year to demonstrate the accomplishments of the Innovation Fund projects across the district. Successful awardees are expected to prepare a yearend report for this purpose.