Las Positas College

Basic Skills Project Proposal

Check ONE

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| --- | --- |
|  | Practitioner Project |
|  | Institutional Project |

Date:

Project Title:

Project Coordinator (applicant):

Discipline or Service Area:

If the proposed project involves more than one discipline or service area, list the other contact person(s) you are working with:

Supervisor’s Endorsement (Have a conversation with your Supervisor about the proposal prior to submission. Then list the name of your Supervisor and summarize the outcome of that conversation in 1-2 sentences):

I. Which Basic Skills Committee Goal does your proposal SPECIFICALLY align with?

Check ONE

|  |  |
| --- | --- |
|  | Get students off to a strong start |
|  | Improve 1st year student completion and persistence |
|  | Improve student progression through basic skills to college-level coursework |
|  | Increase the use of disaggregated data to inform discussions and decision-making  |
|  | Provide faculty and staff professional development directly related to student access, equity, and success |

II. Description of proposed activity:

III. Rationale: Where is the need for this project specifically described in a Program Review?

Program Name:

Page Number:

Text from Program Review:

IV. Outcomes: What is the primary desired outcome of your project? How does your project intend to improve student access, equity or success?

V. Measurement: How will you demonstrate achievement of your intended outcomes? What metrics will you use? What data are you already collecting? What data will you need from IR?

VI. Budget/Sustainability: Amount of Basic Skills Funds requested: $

How will BSI funds be used? What other sources of funding are being used? Include a detailed budget for your project, including other sources of funding.

VII. Scalability/Institutionalization: If the project is successful, how can it be scaled up to serve more students? How does the project improve (innovate or transform) what is currently being done?

VIII. Timeline: Describe the timeline of your project, including when the various aspects of your project (such as planning, implementation, midterm progress report, evaluation and final report) will occur.