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**Resources for Excellence**

**HILLSBOROUGH COMMUNITY COLLEGE FOUNDATION**

The Hillsborough Community College Foundation's Resources for Excellence program provides staff and full and part-time faculty a financial resource to implement programs that broaden the scope of the curriculum, enhance the college experience and improve student achievement.

Resources for Excellence program is made possible by the HCC Foundation and the generosity of its donors. This program has been designed to help advance the mission and goals of Hillsborough Community College. <http://www.hccfl.edu/mission-and-vision> RFE applications will be reviewed an prioritized for funding by a committee made up of HCC faculty and staff representing all campuses.

**APPLICATION DEADLINE**

You can apply by submitting an application by the following deadlines:

**Fall Semester - Tuesday, October 29, 2019**

**Spring Semester - Tuesday, April 7, 2020**

**STEPS TO APPLY**

To apply for a Resources for Excellence award, simply scroll down to the second and third pages and fill out all the information. The application is editable in Word format.

**APPLICATION RULES AND DELIVERY INSTRUCTIONS**

1. Awards range from $500 to $2,500 and must be used within one year of the award.

2. Equipment or materials purchased will become the property of HCC.

3. Purchases of equipment, travel or contracts must follow HCC guidelines and processes.

4. Awards are not intended to fund projects, materials or travel that are or should be part of an existing departmental budget or available to be funded via institutional activity funds, institutional professional development funds (FSPD) or other available internal sources.

5. No portion of the award can be used for stipend or supplemental pay for HCC employees or students.

6. Collaboration is encouraged.

7. Scan and email the completed and approved application to [foundation@hccfl.edu](mailto:foundation@hccfl.edu)

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**Resources for Excellence**

Application Fall 2019- Spring 2020

**1. Your Contact Information**

Employee Name:

Position/Title:

Campus:

Department:

Position:

Email Address:

Phone Number:

**2. Names and positions of additional applicants (if any).**

**3. Amount requested.**

**4. Campus(es) where your project will take place.**

**5. Describe the project and how it is innovative and impactful.**

**6. Describe the need or problem that this project will address.**

**7. Approximately how many students will benefit from your project (if applicable)?**

**8. How does your project support institutional goals? See college goals included below and be specific.**

**9. What are your desired outcomes?**

**10. How will your project's outcomes be measured? Describe your proposed plan for tracking and measuring your success in achieving your project's goals.**

**11. Describe how funds will be budgeted to help meet the goals of your project. Provide details on how the funds will be spent.**

**12. Will there be future costs to sustain this project? If so, how will they be funded?**

**13. What other sources of funding are available to support this project? Did you pursue those? What was the outcome?**

**14. Have you previously received a Resources for Excellence mini-grant for this or a similar project? When? Explain why you are requesting funding again.**

**15. I/We have discussed this program with my/our Dean or Administrative Supervisor. He/she has agreed to be the budget supervisor should this project be selected for funding. As budget supervisor, he/she will provide oversight as the administrator of the grant.**

\_\_\_\_\_\_ Yes \_\_\_\_\_\_ No

**16. TO BE COMPLETED BY DEAN OR ADMINISTRATIVE LEVEL SUPERVISOR.** This should be someone other than the requestor, in 1.

I have reviewed this application **and approve this project**. By selecting "Yes" below, I agree to serve as the budget supervisor if this project is selected for funding.

\_\_\_\_\_\_ Yes \_\_\_\_\_\_ No

SIGNATURE Title

PRINT NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**HCC Mission**

*Adopted by the Board of Trustees, October 24, 2012*

Hillsborough Community College delivers teaching and learning opportunities that empower students to achieve their educational goals and become contributing members of the local community and a global society.

**HCC Vision**

*Adopted by the Board of Trustees, October 24, 2012*

Hillsborough Community College will excel in proactively responding to the evolving educational needs of our students, staff, workforce, and community through assessment and continuous improvement.

**College Goals and Strategic Initiatives**

*Adopted by the Board of Trustees, October 29, 2014*

**Goal 1. Student Success**

**Champions: Ginger Clark, Ken Ray**

Advance success for all students through the measurable achievement of learning outcomes and educational goals.

*Strategic Initiatives*

A. Meet or exceed the state retention rate of students enrolled in degree programs.

B. Meet or exceed the state graduation rate of students enrolled in the Associate of Arts program.

C. Increase the percentage of students declaring a program of study upon entry and complete an educational plan.

D. Implement proactive academic advising assisted by college-wide implementation of degree audit and early alert systems.

E. Expand professional development opportunities for employees to support and enhance formal advising.

**Goal 2. Workforce Development**

**Champions: Ginger Clark, Nancee Sorenson**

Foster partnerships that position workforce programs as a catalyst for broader economic development within the region.

*Strategic Initiatives*

A. Reexamine the complete array of program offerings to ensure they are responsive to community need and workforce demands.

B. Explore the feasibility and institutional impact of baccalaureate degrees in fields of unmet need.

C. Enhance a consistent career advising system, including career counseling, which actively engages students and employers.

**Goal 3. Sustainable Operations**

**Champions: Ginger Clark, Al Erdman**

Develop a college-wide direction that sets the standard for sustainability for the efficient stewardship of resources, both natural and fiscal, that are respectful of future generations.

*Strategic Initiatives*

A. Create an Office of Sustainability.

B. Leverage technology to streamline administrative processes and reduce the percentage of budgeted expenditures for overhead functions.

C. Improve efficiency and resilience of facilities and infrastructure.

**Goal 4. Cultural Inclusion**

**Champion: Joan Holmes, Allen Witt**

Foster an inclusive college climate that welcomes, celebrates, and promotes respect for participation and contributions of all students and employees.

*Strategic Initiatives*

A. Promote hiring practices that will result in a racially and ethnically diverse faculty that is more reflective of the student body profile.

B. Promote, value and celebrate inclusion and diversity for students and employees through classroom learning, events and activities to improve campus climate.

**Goal 5. Continuous Improvement**

**Champions: Paul Nagy, Ginger Clark, Ken Ray**

Continuously improve programs and services through a systematic and ongoing process of strategic planning, assessment and evaluation in which a “culture of evidence” guides our direction.

*Strategic Initiatives*

A. Successfully complete the decennial reaffirmation of college accreditation to maintain compliance with the requirements and standards of the Southern Association of Colleges & Schools.

B. Improve satisfaction with the provision of student services in course registration, financial aid, and academic advising.

C. Implement a coordinated college-wide, data-driven approach to class scheduling to optimize the time, location, and delivery methods for courses and programs across campuses.

D. Enhance processes to assess curricula and identify best practices for teaching and learning.