

Frequently Asked Questions

PROPOSAL INFORMATION

WHO CAN APPLY?

The competition is open to all NKU faculty and staff with potential community and student partnerships collaborations.

HOW LONG IS THE APPLICATION?

The application is 2-3 pages once complete. This application includes the type of information to include in each field.

HOW MUCH FUNDING CAN I REQUEST?

Funding is non-reoccurring and you can apply for funding in any increment from \$5,000 to \$100,000 per proposal. Winning proposals may not receive the entire amount requested, but every attempt will be made to honor proposal request.

WHEN ARE THE PROPOSALS DUE AND WHERE DO I SUBMIT?

Proposals are due Friday, December 6, 2019, and must be submitted through the application on the SBD webpage.

WHAT CRITERIA WILL BE USED TO ASSESS MY PROPOSAL?

Applications will be reviewed based on an established rubric.

WHAT HAPPENS TO PROPOSALS THAT ARE NOT SELECTED?

- If a proposal is not selected for funding, the proposal will be forwarded to the appropriate implementation team as a potential future project.

CAN STUDENTS SUBMIT PROPOSALS?

Students can be part of a team proposal, but must be sponsored by the office or area that will be implementing the project.

WHEN WILL FINALISTS BE NOTIFIED?

Finalists will be notified by December 20, 2019.

WHO IS REVIEWING THE PROPOSALS?

The Strategic Advisory Group will review the proposals and select finalists for the January 17, 2020 presentations. If there are any conflicts, we will also have substitute reviewers on standby.

WHY ARE THE PROPOSALS LIMITED TO YOUR AREA?

We want projects that you know how to implement. This is not to hinder cross-functional work, but to encourage you to reach out and get buy-in from the appropriate areas. Including these areas in your proposal team will show you have thought through how to make your idea happen.

UNLEASH STUDENT SUCCESS

WHEN IS THE PROPOSAL COMPETITION?

Finalists will present to the campus community on January 17, 2020.

HOW LONG WILL I HAVE TO PRESENT MY PROPOSAL?

You will have six (6) minutes to present your proposal. More details will be provided at a later date.

WHEN WILL I BE NOTIFIED WHETHER I AM A FINALIST?

Finalists will be notified by December 20, 2019.

WHO ARE THE JUDGES?

A panel of external student success experts will judge the finalists. We will also have a “fan vote” option and will allow the campus community to vote for the proposals online.

WILL SUPPORT FOR PRESENTING ON JANUARY 17, 2020 BE PROVIDED?

We are working on a template presentation file for these brief presentations. Also, on-campus resources have volunteered to help any finalists with improving the in-person presentation.

WILL THE PRESENTATIONS BE RECORDED?

Yes. We will record all of the presentations and then add them to the SBD webpage to allow the campus to vote on the proposals.

FUNDING

HOW AND WHEN DO WE GET TO SPEND THE FUNDING?

Winning proposals may not be funded at full amount requested. Additionally, funding will be distributed as requested and as needed based on the project start dates. Preferably these projects are designed to start as soon as possible, but we understand some funds will need to

wait for disbursement. The Budget Office will work with the winning proposals if the funds are needed in the next fiscal year.

WHAT CAN THE FUNDS BE SPENT ON?

Funds can be used to implement your student success initiative. Examples include software, marketing materials, books, trainings, consultants, release time, overtime, etc. Because these are not recurring funds, it would not be wise to use the funds for permanent positions unless you have funds in your department to continue funding beyond the competition funds.

WHAT ARE THE RULES FOR USING THE FUNDS?

Funds awarded must be used for the purposes intended based on the documentation provided to ensure fiscal responsibility. Any significant deviation requires prior approval. Participants must adhere to all NKU policies and procedures that relate to the use of budget dollars. Please [reference the procurement decision tree](#) and contact Procurement Services with any questions.

Please submit additional questions to successbydesign@nku.edu and we will add them and the responses to this page.