



## Scholars Program Planning Grant 2010 Template

Your proposal should address the questions outlined in this template. Please enter your responses directly into the template and limit them to the space provided. Please include in the header your institution's name and submission date. The additional items requested should be attached to the template document.

Two (2) unbound copies of the proposal should be mailed to the following address and received by **April 15, 2010**:

Scholar Program Planning Grant  
The Suder Foundation  
3701 E. Plano Parkway  
Plano, TX 75074

Additionally, please save **all** submitted materials into **one .ZIP file** (use the convention "**YourInstitution.Suderproposal.2010**" when naming the .ZIP file) and **e-mail** that .ZIP file to [grants@suderfoundation.org](mailto:grants@suderfoundation.org) by **April 15, 2010**.

Please note the following:

- A verification of receipt will be sent electronically to the primary contact within a week of the deadline. Requests for clarification and other communications will be directed to the primary contact.
- Please do not attach materials other than those requested. If we need supplementary information, a request will be directed to the primary contact.

**PLEASE ENTER INFORMATION DIRECTLY INTO THE TEMPLATE.**

**Primary Contact for Proposal Process (Please name *one* person we can call to request clarification, additional information, etc.)** Please indicate name, title, mailing address, phone number, fax number and e-mail address.

**If the Primary Investigator for the planning process, authorized signatory for a grant agreement, and/or fiscal contact for any grant payments differs from the primary contact, please include those individuals' names, title, mailing address, phone number, and email address in the space provided.**

**Successful implementation will require a core planning team to provide strategic direction to the planning coordinator. Please identify the members of your university's core planning team, including name, title and/or department.**

**Please provide a brief institutional profile, including 2009-2010 enrollment numbers of your general and first generation student populations. Please include the percentage of students living on campus or in campus-related housing.**

**Please describe any existing *scholarship* opportunities directed at first generation students. Please specify whether the scholarships are merit or need-based and any supports (programs, laptops, etc.) that may be attached.**

**Please list any current *programs* directed toward first generation student retention and success on your campus, including internal initiatives or federal programs such as Student Support Services.**

**If your institution currently offers programs for first generation students that include scholarships and/or support services, briefly describe your program model. How would the Suder Scholars program complement or co-exist with your current initiatives?**

**The Suder Foundation's funding model requires institutional commitment to develop and grow the program. a) Please specify contributions (e.g., additional funds for scholarships, housing, administrative staff, etc.) your institution would direct toward this initiative. b) Does your institution have a strategic fund development plan for increasing scholarships for first generation students? c) Does your institution have an ongoing or planned capital campaign including needs-based scholarships as a priority? d) How would your institution leverage the foundation's funding to sustain this initiative?**

**The Suder Scholars program includes data-driven performance measurement and accountability systems, including development of common and unique outcome measures that will enable benchmarking of programs at the institutional and network level. a) How is data currently being used to inform decision-making at your institution? b) How would utilizing a data-driven approach to increasing success for first generation students fit within your current practices?**

**PLEASE PROVIDE THE FOLLOWING ADDITIONAL INFORMATION (when e-mailing, include each item within the .ZIP file mentioned at the beginning of this document):**

**1) An executive summary (up to 3 pages) outlining the factors that make your institution a good match for a Suder Scholars Program expansion site. The summary should reflect an understanding of the parallel responsibilities involved during the planning year, applicant selection process, and institutional commitment to program growth.**

**2) A timeline describing the steps necessary to implement the program by August, 2011.**

**3) A Suder Scholars Program Budget Template for the planning process and estimates for the initial operating year.**

**4) A letter of support from the university's President or Provost, acknowledging senior leadership's willingness to actively support and make the necessary commitment of resources to improve success of first generation students.**

**5) On your institution's letterhead, a currently dated affirmative statement regarding your institution's status as a 501(c)(3) or other tax exempt organization as defined by the Internal Revenue Code signed by an authorized representative of your institution.**