



The College at
BROCKPORT
STATE UNIVERSITY OF NEW YORK

Office of the Vice President for Administration and Finance

Date: September 18, 2018

To: President's Cabinet and Deans

C: Department Chairs, Directors

From: Jim Wall, Vice President for Administration and Finance
and Denise Copelton, JPBC Co-Chair

Re: College-wide Call for 2019-20 Investment Fund Applications

The President's Cabinet, in consultation with the college-wide Joint Planning and Budget Committee (JPBC), is pleased to announce the availability of three Investment Funds for fiscal year 2019-20, as listed below. A new, streamlined application process has been developed for the 2019-20 funding cycle that differs from prior years. Applications go through a two-step competitive process involving the submission of a short [Letter of Intent](#) found on the [Investment Funds 2019-2020](#) webpage, and after careful review of these, select applicants will be invited to submit a full proposal.

- The [Strategic Priorities Fund](#) – to provide one-time temporary funds for projects that directly address a measure of success in the strategic plan that have been identified as *funding priorities* by Goal Groups for the 2019-20 funding cycle.

Applications for Strategic Priorities funds must directly address one (and only one) of the measures of success listed below. A full description of each measure can be found in the [College's Strategic & Operational Plans](#).

Goal 1: To be a Great College at which to Learn

Any specific measure of success listed under Goal 1: To Be a Great College at which to Learn will be considered for funding.

Goal 2: To be a College engaged with its Community

2.1 *Growth in the number and extent of engagement partnerships with the Village of Brockport, City of Rochester, Monroe County, and local rural communities, through active participation in some or all of the following:*

- a. Community advisory boards and volunteer efforts*
- b. Town/Gown meetings and initiatives*
- c. Collaborative events*
- d. Community internships and partnerships.*

2.2 *Develop stronger working relationships with bodies of influence, including some or all of the following: the Finger Lakes Regional Economic Development Council (FLREDC), the Greater Rochester Chamber of the Commerce, the Greater Rochester Enterprise (GRE), the Rochester Monroe County Anti-Poverty Initiative (RMAPI), and state and national bodies of relevance to the College.*

- 2.5 *Build on our history and genesis as an institution of higher learning, to increase collaboration with P12 schools in Brockport, Rochester City School District, other local schools (in and out of Monroe County), including private and charter schools, as well as the REOC and our local community colleges.*
- 2.6 *Increased interdivisional and interdepartmental communication around scholarship, curricular and co-curricular events and achievements.*
- 2.7 *Ensure enhanced alumni and external engagement, providing for social and networking activities, and inclusive of meaningful opportunities to contribute time, talent, and funding to the College.*

Goal 3: To be a Sustainable Institution for the 21st Century

- 3.2 *Enact a new budget model that incentivizes innovation and strategic priorities.*
- 3.3 *Revise and further develop Academic Program Array and guiding principles to ensure that resource allocation facilitates sustainable improvements in program quality. This will include, where appropriate, the development of online degree completion programs.*
- 3.4 *Revise our Physical Master Plan so that it supports the Academic Master Plan, Residence Life Plan, and sustainability objectives.*
- 3.5 *Develop and establish appropriate emergency preparedness, business continuity, record management, and information recovery plans for all campus operations.*
- 3.7 *Aim to maintain and, where feasible, expand our accreditations.*

Goal 4: To be a Great College at which to Work

- 4.2 *Campus Climate data will show continual improvement, and based on assessment results, resources will be dedicated to tackling long standing issues of equity and inclusion, particularly in relation to the recruitment of and institutional support for a diverse faculty and staff body. We will make demonstrated progress towards the Equity, Diversity, and Inclusion (EDI) goals outlined in the Strategic Plan for EDI.*
 - 4.5 *Retain and develop employees while providing an engaging work environment that is supportive of the College's mission, goals and priorities.*
 - 4.6 *Develop appropriate methods and procedures to recognize and reward deserving employees.*
- Core Needs, Facilities & Alterations Fund – to provide one-time funds to support pressing unbudgeted or under-supported academic/operational/administrative needs, facilities and alterations, and initiatives that build long-term capacity, such as staff development (but not lines), investment in infrastructure, and risk management initiatives.
 - Venture Fund – to temporarily fund new pilot projects, including new academic offerings or delivery systems, that respond to student demand or promise to increase new student enrollment; retention efforts; and/or other new projects that will serve as demonstration or “proof of concept” projects. These funds are not intended to fund new academic programs. New academic programs require significant research and development and entail separate approval activities, placing them well outside the definition of “pilot projects” to which this fund is aimed.

Any person or unit, academic or non-academic, can submit Investment Fund proposals for review for funding in 2019-20. The application guidelines and timeline are attached, and also available online.

Important deadlines to note include Monday, October 1, 2018 for submitting initial Letters of Intent and, for those invited to submit full proposals, Friday, November 30, 2018.

The Cabinet, informed by JPBC review, will make final funding decisions. The target date for final award notification is late February, 2019.

For questions about the Investment fund proposal process, how to develop a Letter of Intent, or about the three specific types of funds available, please contact Denise Copelton via dcopelto@brockport.edu or Rey Sia via rsia@brockport.edu.

For MachForm functional questions, please contact Pat Maxwell via pmaxwell@brockport.edu.

C: Kathy Peterson, College Senate President
Josh Mathews, BSG President