

## **Persistence & Completion Mini-Grant Application Instructions**

### **Conditions**

Grant applications must meet the following conditions:

- Projects must be designed to impact persistence and/or completion at CCD.
- At least one project lead must be a faculty member or adjunct instructor.
- All project members must maintain employment during the execution of the project.
- Grant awards cannot be used on conferences, out-of-state travel, overnight stays, or classes.
- All grant awards must be spent during the fiscal year for which the grant was awarded.
- Project leads must agree to disseminate outcomes, lessons learned, opportunity analysis and suggestions for future implementation in a final report/presentation.
- Projects cannot have other sources of grant funding.
- We are seeking grant proposals for an average amount of \$1000; grants over \$3000 will be considered subject to additional scrutiny and to availability of funds.

### **Criteria**

Grant proposals will be evaluated on the following criteria:

- Breadth and scope of impact.
- Pedagogical impact.
- Scalability for future implementation.
- Alignment of project with departmental, center and institutional goals and strategic priorities.
- Size of student population targeted.
- Impact on disadvantaged, underserved, and/or first-generation students.
- Basis in the research literature related to persistence and completion, especially High Impact Practices for Community Colleges, EAB sponsored-research, research from Academic Impressions.