

2017-18

Frequently Asked Questions about LVAIC Cooperative Program Funding

1. What types of programs and initiatives are funded? What makes a program cooperative?
 - Programs/events, conferences/symposia, training/workshops, and new initiatives that are collaborative in nature are eligible for LVAIC funding.
 - Programs/initiatives must support one or more of LVAIC's priorities:
 - Inclusive Campus Climate
 - Improve teaching and learning on LVAIC campuses
 - Increase cross-campus student or faculty interactions
 - Result in short- or long-term cost savings to LVAIC campuses
 - Operating efficiencies or cost effectiveness/savings
 - Programs/initiatives must meet the following guidelines to be considered cooperative:
 - Faculty/staff from at least three of the six LVAIC campuses must be actively involved in the planning
 - Participation in the program/initiative must be promoted/open to all six LVAIC campuses
 - Programs may rotate being hosted on a different campus (suggested if facilities allow)

2. Who can submit a collaborative funding request?
 - Faculty members and/or administrators working on the six LVAIC campuses (Cedar Crest, DeSales, Lafayette, Lehigh, Moravian, Muhlenberg) are eligible to submit funding requests. Students/student organizations may not directly submit requests.

3. What types of programs/initiatives have been funded in the past?
 - Examples of Previously Funded Programs include:
 - Adult Learners Conference
 - Creative Writing Consortium
 - Diversity Administrators Coalition Programs
 - Documentary Studies Collaborative Minor
 - Geometry & Topology Conference
 - Lehigh Valley Ecology and Evolution Conference
 - LGBTQIA Presentation
 - Math Conference
 - Medieval and Modern Studies Conference Neuroscience Conference
 - Shared Italian Language Courses
 - Social Research/Social Justice Symposium
 - Spanish Language Service Learning
 - Student Affairs Professional Development Workshop
 - War and Peacebuilding Conference
 - Women's Studies Undergraduate Conference

4. How much funding is available? How much can I request?

- LVAIC's competitive, annual funding process offers a total of \$50,000. While there is no specific limit for a single request, awards have historically ranged from \$500-\$5,000 per collaborative program/initiative per year.
5. Is there a limit to the number of years a program will be funded?
 - Cooperative funding requests can be for single-year funding or multi-year funding (up to 3 years) if the program is cumulative in nature. LVAIC funding is specifically intended to either jump start new initiatives or supplement other funding sources until a program/conference/event is able to become institutionally funded or self-sustaining through registration fees, sponsorship, or other funding sources.
 - Requesters may reapply for funding annually given that they successfully contribute to LVAIC's collaborative priorities, achieve stated outcomes, and/or continue to promote innovation.
 6. What should I include in my proposal? How do I submit?
 - Two types of requests will be considered - Cooperative Program Proposals and Cooperative Innovation Proposals. Detailed guidelines for each type of proposal are available on the LVAIC website. For full consideration, please ensure that your proposal addresses all items listed in the guidelines. Proposals must be submitted electronically, as a single PDF attached to an electronic form available here: <https://form.jotform.com/70055600510137> by March 3, 2017.
 7. Who will review my proposal and make the funding decision?
 - All cooperative funding proposals are submitted for review to LVAIC's Chief Academic Officers (CAOs), who will consult with other groups as appropriate depending on the proposal topic or audience. They will make funding recommendations to the LVAIC Board (campus Presidents) based on the LVAIC collaborative funding rubric on the [LVAIC website](#).
 8. Will I be required to present my proposal in person?
 - Although not required, proposers may be asked to present their cooperative funding proposal in person, answer questions, or provide additional information at the request of the reviewers.
 9. When will I find out if my request has been funded?
 - Cooperative funding recommendations are typically finalized by the LVAIC Board during the month of April, allowing for notification on or about May 1st. Funding awards are available for use on July 1, 2017.