



## **Request for Proposals for the Tri-College University 2023-2024 Collaborative Grant Program**

### **Tri-College University Background:**

Tri-College University is a collaboration between Concordia College, Minnesota State University Moorhead, North Dakota State University, M State. Collectively, these institutions have more than 30,000 full and part-time students and more than 4,000 faculty, staff and other employees. TCU serves the students, faculty, staff and the community by combining resources in innovative ways.

### **Purpose of the Collaborative Grant Program:**

The purpose of this Tri-College program is **to provide start up or one-time funding for collaborative programs** for faculty, staff or students at Concordia College, Minnesota State University Moorhead, North Dakota State University and M State. Through the sharing of resources, a greater number of people can be positively impacted and efficiencies obtained. **This TCU program is intended to develop collaborative relationships between people in our campus community who share a common interest, vision and purpose.**

**Information and Application:** Go to the Tri-College University website) for information and application materials. [https://www.tri-college.org/tri\\_college\\_programs/](https://www.tri-college.org/tri_college_programs/)

### **Process:**

Interested faculty, staff and students at each campus may submit a grant application. The application shall detail the project, the need the project fills, the level of collaboration and participation between campuses, expected outcomes, and the level of funding being requested. **Grants awarded will range from \$250 - \$1,000.** The quantity and monetary level of awards are subject to the availability of funds at Tri-College University.

### **Important information for those who wish to apply:**

Matching funds are not required for eligibility. Grants requesting funds for research projects are generally not successful as they have numerous other funding options. Funds requested with the major purpose of providing food/beverage for an event are not encouraged. Alcohol or other restricted items may not be purchased with grant funds.

### **Measurement and/reporting of outcomes:**

Each grant recipient will be required to provide Tri-College a post-program report defining the outcomes of their project.

### **Recognition:**

Tri-College will lead or assist with press releases and efforts to promote the event or activity as deemed appropriate. Reports may be published by Tri-College and presented to interested parties.



## Application 2023-2024 Collaborate Grant Program

Application deadline is Wednesday, November 1, 2023. Preference given to projects/activities that occur, or are substantially completed by June 30, 2024. Final Report due within 60 days of project completion.

Project name

Project start date

Which campuses will be actively involved?

(Note, at least two TCU campus partners must be involved to be eligible.)

Concordia College

MSUM

NDSU

M State

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Project Director/primary contact person

Person will serve as the project’s fiscal agent and work with key collaborators from the other campuses.

Name

Institution

Department or organization (if applicable)

Address

City

State

Zip code

Campus e-mail

Phone

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Names of key collaborator(s)

1. Name

Institution

Department or organization (if applicable)

Address

City

State

Zip code

Campus e-mail

Phone

2. Name Institution

Department or organization (if applicable)

Address

City State Zip code

Campus e-mail Phone

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**Name of person completing application**

**Signature** **Date**

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**Please use an attached sheet of paper to answer the following**

1. Project name (20 words maximum)
2. Brief description of project (75 words maximum)
3. Project duration
  - a. Start date: month and year \_\_\_\_\_
  - b. Anticipated completion date: month and year \_\_\_\_\_
  - c. Date of event if applicable \_\_\_\_\_
4. Population served (example: students with an interest in history).
5. What need does this program fill either on campus or in our community?
6. Goals and mission of the project/program?
7. How will you measure outcomes and what outcomes will you measure/evaluate?
8. How will the campuses collaborate on the project?



9. Budget

- a. Amount requested from TCU \$ \_\_\_\_\_ (Range of \$250 – \$1,000)
- b. Total projected budget \$ \_\_\_\_\_
- c. How will the TCU grant money be spent? An itemized budget as an attachment is preferred but not required. Note: this grant from TCU is considered a one-time funding source.

10. Has the project been conducted in the past three years by you or another local group/organization?  Yes  No

(Note: we prefer new initiatives but will accept those proposing substantial improvements to projects that had not been successful in the past.)

- a. If yes, when was it conducted and by whom?
- b. Was the project a success?  Yes  No
- c. If the project was not determined to be a success what changes have been made to the proposed project to help ensure its success?

11. Please list any groups or organizations outside the campus community that will be involved with the project/activity.

12. If the project/activity aligns with the mission and objectives of Tri-College (shown below) please briefly explain the similarities.

13. Please briefly explain if and how the project addresses any of the following (limit of 75 words for each listed).

- a. Meets a new or growing need and focuses on solving the issue identified.
- b. Promotes collaboration without duplicating services.
- c. Positively affects the campus community or the community at large.
- d. Leverages support from other sources.

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**Grant application deadline:**

**Deadline for applications is Wednesday, November 1, 2023**

**Final report is due within 60 days of project completion.**

**Please send completed applications to:**

Provost Tim Flakoll

Collaborative Grant Program

Tri-College University, Renaissance Hall Suite 110, 650 NP Avenue, Fargo, ND 58102

E: Tim.Flakoll@ndsu.edu p: 701-231-8170.



## Grant Guidelines

Grants are intended for startup or one-time programs/projects. Any additional pages, descriptions or information exceeding the specified page or word limit, or supportive materials that are not specifically requested may not be reviewed or considered. This includes CDs or DVDs.

We reserve the right to accept or deny any or all grants. Grant requests should be for no less than \$250 and no more than \$1,000. Event sponsors are required to provide a written summary of the event within 60 days of the program or event completion. Summary questions are listed below.

Expenditures and activities must comply with all regulations of the campuses involved. Tri-College reserves the right to seek clarification or additional information.

### A Partnership

Tri-College University is the official name of the partnership between MSUM, Concordia, NDSU and M State, the premier campuses in the Fargo-Moorhead metro area. First established in 1970 between Concordia, MSUM, and NDSU (*hence Tri-College*). Tri-College is a one-of-a-kind agreement focused on collaboration and maximizing student options.

### Mission | Objectives

#### Mission

To assist partner campuses by promoting cooperative efforts that will enrich the academic environment for the benefit of students, faculty, and the community.

#### Purpose

To maximize opportunities for Tri-College students, faculty, and the community.

#### Objectives

- To promote Fargo-Moorhead as a regional center of higher education.
- To serve as an agency that promotes and strengthens our partners existing and potential educational programs.
- To assist in the establishment and maintenance of coordinated programs between the partners, together with affiliated institutions and supporting agencies and organizations, as a means of maximizing higher education services for the people of the region.
- To serve as an agency through which outside resources (voluntary or governmental) may be received and distributed to support the educational endeavors of one or more of the partners.



## Final Report | Collaborative Grant Program

**Due Date: Email final report to [Tri-College@ndsu.edu](mailto:Tri-College@ndsu.edu) within 60 days of project completion.**

Please provide answers to the following to the best of your ability. Not all questions may apply to your project.

Title of Project

Date or period of time when event, project or program was held.

Estimated number of participants/attendees.

Please elaborate on how participants/attendees benefited from the event/activity.

Any other positive outcomes? (example: it led us to other specific collaborative activities or projects).

At the time of submitting the final report, attached feedback (survey results, written comments etc.) you may have had from the event which includes:

- **Promotional items and photos** from the event to be included in the Tri-College Annual Report and/or Tri-College promotional pieces.
- **Articles/Newsletters/etc.** If there were any print articles or published papers as a result of the event/activity.

Submitted by:

Date: