ALABAMA A & M UNIVERSITY
TITLE III STRENGTHENING GRANTS PROGRAM

TITLE III STAFF

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TECHNICAL ASSISTANCE WORKSHOP
JUNE 3, 2024

TITLE III ACTIVITIES

HBGI (2019-2024)	HBCU Part F (2020-2025)	HBCU Part B (2022-2027)
1. Strengthening Information Technology/Distance Learning Support (Dr. Nash)	1. Strengthening STEM Facilities (Mr. Shipp)	1. Optimizing Information Technology Services (OITS) to Improve Student Success (Dr. Nash)
2. Strengthening Food Science Graduate Program (Dr. Verghese)		
3. Strengthening Bio-Environmental Science Graduate Program (Dr. Tadesse)		
4. Strengthening Contributions from Corporate, Governmental and Philanthropic Entities (VP Ali)	2. Enhancing the Freshman/ Sophomore Year Experience for STEM (Dr. Tyeshea Farmer)	2. Enhancing Student Engagement, Retention, and Persistence (Dr. Howard)
5. Strengthening Fiscal Stability & Administrative Management (VP Spellman)		
6. Strengthening STEM Graduate Studies (Dr. Deng)		
7. Strengthening Teacher Education Graduate Studies (Dr. Strachan)	3. Expanding eLearning in STEM (Dr. Rhonda Moore-Jackson)	3. Revitalization of Facilities Physical Infrastructure (Mr. Shipp)
8. Graduate Student Writing Lab and Fellowship Program (Dr. Kadhi)		
9. Strengthening Physical Facilities (Mr. Shipp)		

WHAT IS THE TITLE III STRENGTHENING GRANTS PROGRAM?

Funded through the Department of Education, the Title III Strengthening Grants Program provides funding to support institutions of higher education to help them become self-sufficient and expand their capacity to serve low-income students by providing funds **to improve and strengthen** the institution's academic quality, institutional management, and fiscal stability.

Each grant has a 5-year grant cycle; however, the funds are awarded year-to-year.

GETTING THE BEST RESULTS

PROVIDE EXPECTED RESULTS FOR EACH ACTIVITY

Your results must generate and integrate with your expected outcomes.

1. **WHAT WILL CHANGE IF THE PROJECT IS IMPLEMENTED?**

2. **CAN YOU MEASURE THIS CHANGE?**

3. **WILL YOU SEE RESULTS FOR PROPOSED ACTIVITIES WITHIN FIVE YEARS?**

INSTITUTIONALIZATION

Provide a plan of action that if Title III funds become unavailable or are reduced that will help the unit/program/department be able to carryout its mission

BE RESPONSIBLE & EFFICIENT

S.M.A.R.T. OBJECTIVES

- **S**PECIFIC
- **M**EASURABLE
- **A**CHIEVABLE
- **R**ELEVANT
- **T**IME-ORIENTED

P.R.I.D.E.-FILLED BUDGETS

- **P**RUDENT
- **R**EASONABLE
- **I**MPACTFUL
- **D**ELIBERATE
- **E**FFICIENT

WHAT ARE THE ELEMENTS OF A MEASUREABLE OBJECTIVE(S)?

ATTRIBUTES OF S.M.A.R.T. OBJECTIVES

1. **SPECIFIC:** IDENTIFIES THE "WHO", "WHAT", AND "WHERE".
2. **MEASURABLE:** FOCUSES ON "HOW MUCH" CHANGE IS EXPECTED.
3. **ACHIEVABLE:** REALISTIC GIVEN PROGRAM RESOURCES AND PLANNED IMPLEMENTATION.
4. **RELEVANT:** RELATES DIRECTLY TO UNIVERSITY STRATEGIC PLAN.
5. **TIME-ORIENTED:** FOCUSES ON "WHEN" THE OBJECTIVE WILL BE ACHIEVED.

Measurable Objectives

Measurable Objectives

What is a measurable objective?

A measurable objective is the quantitative means used by the Department of Education to determine if substantial progress is being made in a grant award

What makes an objective measurable?

Measurable objectives answer the following questions:

Who?
Who is involved in the objective being proposed?

What?
What is the outcome expected?

When?
When will this be accomplished?

How?
How will progress be measured?

Proficiency?
What is the criteria for success?

Measurable Objectives

Which is a good example of a measurable objective?

A. By September 30, 2025 there will be a 50% increase of online courses added to the academic curriculum. (Baseline: Currently, there are 20 online courses that will be increased to 30)

B. Our unit will improve it's online course offering capacity.

MEASURABLE OBJECTIVES – AN APR REQUIREMENT

THE ANNUAL PERFORMANCE REPORT (APR) REQUIRES
MEASURABLE OBJECTIVES :

- THE TITLE III EXPECTED OUTCOMES REQUIRES THAT EACH INSTITUTION *ESTABLISH BASELINE DATA, AND TRACK (MONITOR) PROGRESS*.

- THE APR ALSO ESTABLISHES A TIMELINE FOR DETERMINING OUTCOMES (EACH BUDGET PERIOD)

MEASURABLE OBJECTIVE COMPONENTS

- *TO PROVIDE*, *TO ESTABLISH*, *TO CREATE* ARE WORDS WHICH RELATE TO METHODS

- *TO INCREASE*, *TO DECREASE*, *TO EXPAND*, *TO REDUCE*, *TO STRENGTHEN* ARE WORDS USED WHEN TALKING ABOUT MEASURABLE OBJECTIVES.

- OBJECTIVES THAT ARE MEASURABLE BECOME THE CRITERIA BY WHICH YOU JUDGE THE EFFECTIVENESS (EVALUATION) OF YOUR TITLE III PROJECT

MEASUREABLE OBJECTIVES CONSIDERATIONS

WHEN WRITING OBJECTIVES YOU MUST ALSO CONSIDER:

- DOES THE OBJECTIVE(S) RELATE TO NEED ASSESSMENT FINDINGS (TIE BACK TO A STRATEGIC PRIORITY)?

- CAN THE OBJECTIVES REALLY BE MEASURED?

- IS THE CAPACITY TO PERFORM THE MEASUREMENT IN PLACE?

- HAS AN INSTRUMENT OR DATA SOURCE BEEN IDENTIFIED TO VALIDATE OUTCOMES?

4 FOCUS AREAS OF GRANT

The Department of Education wants to get a sense of what types of activities Title III funding is helping to support at AAMU. The Department of Education wants to know how your program activities are helping to address challenges and goals of the institution, and how your activities are improving:

1. Academic Quality,

2. Student Services and Outcomes,

3. Institutional Management, and

4. Fiscal Stability.

4 FOCUS AREAS OF GRANT

ACADEMIC QUALITY

- IMPROVEMENT OF BASIC SKILLS COURSES
- FACULTY DEVELOPMENT
- CURRICULUM DEVELOPMENT

STUDENT SERVICES AND OUTCOMES

- COUNSELING (CAREER, PEER, PERSONAL)
- TUTORING/MENTORING
- ESTABLISHING LEARNING COMMUNITIES
- IMPROVEMENT OF STUDENT FACILITIES
- FINANCIAL LITERACY/PARENTS
- IMPROVING STUDENT RETENTION AND GRADUATION RATES
- INCREASING ACADEMIC ACHIEVEMENT

FISCAL STABILITY

- ESTABLISHING A DEVELOPMENT OFFICE
- ENHANCING FINANCIAL MANAGEMENT
- ESTABLISHING OR INCREASING AN ENDOWMENT

INSTITUTIONAL MANAGEMENT

- CREATING AND MAINTAINING MANAGEMENT INFORMATION SYSTEMS
- TRAINING AND DEVELOPING PROFESSIONAL STAFF
- CONSTRUCTION AND RENOVATION
- IMPROVING THE INFRASTRUCTURE

LEGISLATIVELY ALLOWABLE ACTIVITIES - LAAs

What is a Legislatively Allowable Activity (LAA)?

The legislatively allowable activities for Title III Part B programs are listed in the Section 323 of the Higher Education Opportunity Act (HEOA) as amended, as well as OMB Circular A-21 and the 34 Code of Federal Regulations (CFR) Section 608.10.

The categories upon which funds can be spent based on the Federal legislation.

LEGISLATIVELY ALLOWABLE ACTIVITIES

PROVIDED AND DISCUSSED DURING BUDGET REVIEW SESSION

LAAS- HBCU- Part B
1. Purchase, rental, or lease of scientific or laboratory equipment for educational purposes, including instructional and research purposes.
2. Construction, maintenance, renovation, and improvement in classrooms, libraries, laboratories, and other instructional facilities.
3. Support of faculty exchanges, faculty development, and faculty fellowships to assist in attaining advanced degrees in the field of instruction of the faculty.
4. Purchase of library books, periodicals, and other educational materials, including telecommunications program materials.
5. Academic instruction in disciplines in which Black Americans are underrepresented.
6. Funds management, administrative management, and acquisition of equipment for use in strengthening funds management.
7. Academic tutoring, counseling, and student support service programs designed to improve academic success.
8. Joint use of facilities, such as laboratories and libraries.
9. Establishing or improving a development office to strengthen or improve contributions from alumni and the private sector.
10. Establishing or improving an endowment fund.
11. Establishing or enhancing a program of teacher education designed to qualify students to teach in public elementary schools and secondary schools.
12. Establishing community outreach programs that will encourage elementary school and secondary school students to develop the academic skills and the interest to pursue postsecondary education.
13. *Other Activities - Please describe in similar detail*

LAAS- HBCU- Part F
1. Purchase, rental, or lease of scientific or laboratory equipment for educational purposes, including instructional and research purposes.
2. Construction, maintenance, renovation, and improvement in classrooms, libraries, laboratories, and other instructional facilities.
3. Purchase of library books, periodicals, and other educational materials, including telecommunications program materials.
4. Academic instruction in disciplines in which Black Americans are underrepresented.
5. Establishing or enhancing a program or teacher education designed to qualify students to teach in public elementary schools and secondary schools.
6. *Other Activities - Please describe in similar detail*

LAAS- HBGI
1. Purchase, rental, or lease of scientific or laboratory equipment for educational purposes, including instructional and research purposes.
2. Construction, maintenance, renovation, and improvement in classrooms, libraries, laboratories, and other instructional facilities.
3. Support of faculty exchanges, faculty development, and faculty fellowships to assist in attaining advanced degrees in the field of instruction of the faculty.
4. Academic instruction in disciplines in which Black Americans are underrepresented.
5. Purchase of library books, periodicals, microfilm, and other educational materials, including telecommunications program materials.
6. Academic tutoring, counseling, and student support service programs designed to improve academic success.
7. Funds management, administrative management, and acquisition of equipment for use in strengthening funds management.
8. Joint use of facilities, such as laboratories and libraries.
9. Establishing or improving a development office to strengthen or improve contributions from alumni and the private sector.
10. Establishing or enhancing a program or teacher education designed to qualify students to teach in a public elementary or secondary school in the State that shall include, as part of such program preparation for teacher certification.
11. Establishing community outreach programs that will encourage elementary school and secondary school students to develop the academic skills and the interest to pursue postsecondary education.
12. Other activities that it proposes in its application that contribute to carrying out the purpose of this part and are approved by the Secretary.
13. Establishing and maintaining an institutional endowment under 34 CFR part 628 to facilitate financial independence.
14. *Other Activities - Please describe in similar detail*

PHASE II BUDGET REVIEW SESSION

1. **FOCUS AREA:** *ACADEMIC QUALITY*, *STUDENT SERVICES & OUTCOMES*, *FISCAL STABILITY*, AND *INSTITUTIONAL MANAGEMENT*

2. **LEGISLATIVE ALLOWABLE ACTIVITIES (LAA) CATEGORY**

3. **PURPOSE OF ACTIVITY**

4. **LINK TO UNIVERSITY'S STRATEGIC PRIORITIES**

5. **SUMMARY OF OVERALL GOALS**

6. **ACTIVITY OBJECTIVES & PERFORMANCE INDICATORS**

7. **IMPLEMENTATION STRATEGY**

8. **ACTIVITY BUDGET SUMMARY**

9. **ACTIVITY BUDGET NARRATIVE**

BUDGET ANALYSIS/ASSESSMENT

P.R.I.D.E.-filled Budgets

- **P**rudent (Wise/Sensible, with a sense of Purpose; and Allocable)

- **R**easonable (Significant); **R**ealistic and **R**elevant

- **I**mpactful (Measurable – Qualitative/Quantitative)

- **D**eliberate (Calculated/Purposeful)

- **E**fficient (Not Wasteful); and Ethical

BUDGET ANALYSIS/ASSESSMENT

Spending Recommendations

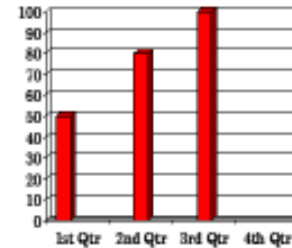June 1 Deadline for Requisition Submission

By end of budget period's:

1st Quarter: Around 50% Spent

December 31

2nd Quarter: Around 80% Spent

March 31

3rd Quarter: Nearing 100% Spent

June 31

INVENTORY

- **Please Remember to update inventory list regularly and send updates to Title III.**

- **Notify Title III when equipment, supplies, or personnel change locations.**

- **Title III is currently conducting our Inventory Audit during the months of June and July 2024.**

- **If you have Title III Supplies & Equipment not being used, please follow AAMU policy to either dispose of the items or make Title III aware so we can try to repurpose the items.**

HOUSEKEEPING NOTES

From the Office of Title III:

- **Procedures and Guidelines Handbook**
  - **Refer to the website or contact the Title III Office**

- **Important Dates**
  - **HBGI: CDP & FY25 Phase II Budgets II (Dept Ed – June 28, 2024)**
  - **HBCU Part B & F: Phase II Submissions (Dept of Ed – July 2024)**
  - **Award notifications – August 2024**
  - **End Year Reports – October 11**