

## **2019-2021 Biennium Internal Budget Proposal Narrative**

### **Division: Academic Affairs**

**Evaluation Criteria:** Proposals will be evaluated on every aspect of this template. It is highly recommended that the narrative portion touch on each area. Proposals forwarded to UPRC by unit leaders will be discussed at UPRC and authors are encouraged to attend so that they may answer questions and provide clarification.

#### **Fellowship Advisor**

- This is a revised version of a previously submitted budget proposal.  
*If box is checked please briefly outline any significant changes and/or indicate why it is being resubmitted.*

[Click here to enter text](#)

**Statement of Purpose:** *(What is the challenge or opportunity being addressed? How does the proposal address this challenge or opportunity? Limit response to 1 page – please link to any existing reports, data, supplemental materials, etc.)*

Western's Fellowship Office is one of the most successful in the nation. Staffed by a .6 lecturer and student assistant, the office routinely returns more than \$200,000.00 a year in grants and awards to Western graduates. In this way the Fellowship Office brings honor and recognition to the University and furthers the achievements of our students. Indeed, Western has been recognized as a top national producer of Fulbright Fellowships in five of the last six years: [2013-14](#), [2015-16](#), [2016-17](#), [2017-18](#), [2018-19](#). Separately, Western tied with Stanford last year for third in the nation for the number of our graduates to win the distinguished [Hollings/NOAA Fellowship](#). Western graduates are very consistently represented in the Hollings/NOAA, an extremely competitive, two-year marine science fellowship that provides [program awards and benefits](#) approaching \$30,000. This year we have more Fulbright finalists than ever before and another strong cohort of Hollings/NOAA applicants.

However, there are at least half a dozen other awards our students could win if we had the staffing to support them. In addition, many more Western students would learn about and apply for grants, awards and distinguished fellowships if we had an additional staff member to serve them. In particular, we currently have very limited capacity to support students who wish to apply for NSF REUs and fellowships in the sciences and social sciences.

Fortunately, the emphasis upon academic achievement in the New Strategic Plan provides an opportunity to fill this gap with an additional advisor assigned to support and assist students in identifying and applying for grants, awards and fellowships in the sciences and social sciences.

#### **Anticipated Outcome(s):**

We expect this additional staff member would help the Fellowships Office achieve the following outcomes:

- More students would win distinguished awards, grants and fellowships—particularly in the sciences and social sciences.
- More students would have the experience of applying for distinguished awards, grants and fellowships. The extensive applications required of such awards are instructive and provide a useful capstone to a student’s experience. Not surprisingly, they often inspire students to apply to graduate programs.
- More students would learn about distinguished fellowships earlier in their college career. We believe early awareness and preparation of this sort is the reason we have not yet had a student win a Rhodes, Truman or Marshall (though we have had finalists).
- Western’s reputation for academic quality and student achievement would be further strengthened.

**Metrics:** *(How will outcomes be measured? Please include current data points and goals. If this proposal will have any impact on the [Overall Metrics](#) included in the university’s strategic plan, please indicate which specific ones here.)*

The monetary value of the grants, awards and distinguished fellowships Western students win contributes to the external annual research revenue metric of the strategic plan. In addition, we will track:

- The number of Western students who apply for distinguished awards, grants and fellowships.
- The number of Western students who win distinguished awards, grants and fellowships.
- The “Washington Impact” of the total dollar value of these awards won by state residents.

**How does this proposal align with your departmental/divisional strategic priorities?** *(Please reference specific items from the recently completed departmental/divisional strategic plan and attach a copy.)*

The strategic plan provides the strategic priorities for the VPUE.

**How does this proposal support the University Mission and Strategic Objectives?** *(Please refer to the [2018-2025 Strategic Plan](#) and indicate which core theme(s) this proposal will help achieve.)*

This proposal directly supports the core themes of Advancing Academic Excellence and Increasing Washington Impact. The proposal also supports the core theme of Advancing Inclusive Success because the Fellowship Office has a record of success in helping students from historically underserved populations win distinguished fellowships and awards. This success is the result of an intentional effort to inclusively serve a broad range of students and to support specific awards, such as the Gilman Fellowship. Students must be Pell-eligible to apply for the Gilman, which provide grants for international travel.

**What are the consequences of not funding this proposal?**

If this proposal is not funded many Western students who could win distinguished, grants, awards and fellowships will not do so.

**What alternatives were explored?**

We have tried a range of alternatives to expand capacity in the Fellowships Office. We have used—and currently use—a cohort of faculty volunteers; we have used community volunteers, and we have sought a gift. The latter effort was partially successful as the Western Foundation provided \$10k to support the current advisor’s effort to attend conferences and become trained to support additional awards and fellowships.

**Which units (departments, colleges, etc.) will be involved?**

The Fellowships Office serves students from all colleges.

**Equipment needed:**

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*For major (>\$25k) purchases, please provide the following information.*

**Item:**

Desk-top computer

**Purpose:**

Click here to enter text

**Cost:**

\$2,500.00

**Anticipated Useful Life:**

Click here to enter text

**Replacement Cost if any:**

Click here to enter text

**Human Resources** (Complete the table below adding additional rows if necessary):

<i>Position Title</i>	<i>Total Headcount</i>	<i>Total FTE</i>	<i>Salary and Benefits per FTE</i>	<i>Total Cost</i>
<i>Fellowship Advisor</i>	<i>1</i>	<i>1.0</i>	<i>\$70,158</i>	<i>\$70,158</i>

Table above should match data on budget spreadsheets submitted with this proposal. Complete the spreadsheet to get salary, benefit, and total cost amounts. Contact your division budget officer with questions.

**Operating & Maintenance Costs (include service contracts, installation costs, etc.):**

\$2,000 recurring operating expense

**Space Requirements:**

**What type of space is needed for this proposal? (e.g., private office, lab space, group work/study space, etc.)**

Office space. This could be in a shared space with Honors, Academic and Career Services, etc.

**What features must this space have? (e.g., fume hoods, plumbing, 3-phase power, etc.)**

[Click here to enter text](#)

**What needs can be accommodated within your existing space?**

[Click here to enter text](#)

**How much new space will be required?**

[Click here to enter text](#)