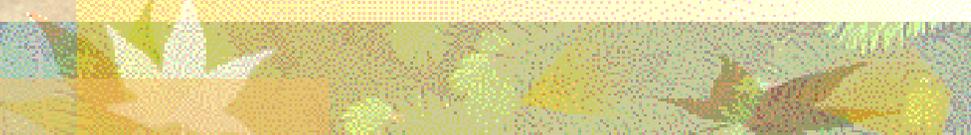


GAANN Selection Criteria Presentation



GAANN Technical Assistance Workshop
Gary Thomas and Rebecca Green
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GAANN Fellowship Program Criteria for Evaluating Proposals

- Meeting the Purpose of the Program;
- Extent of Need for the Project;
- Quality of the Graduate Academic Program;
- Adequacy of Resources;
- Quality of Key Personnel;
- Recruitment Plan;
- Evaluation Plan;



Criteria for Evaluating Proposals (cont'd)

- Quality of the Supervised Teaching;
- Project Administration;
- Institutional Commitment; and
- Budget.



Helpful Hints

- Address all selection criteria as well as the sub-selection criteria.
- Use recent statistical data to support your research.
- Keep your goals and objectives realistic and measurable.
- Do not deviate from the formatting requirements as specified in the application.



Meeting the Purpose of the Program (7 points)

- Your application will be reviewed based on how well your project meets the purpose of the program.



Meeting the Purpose of the Program (cont'd)

- The applicant's objectives for the project should be realistic and measurable.
 - The applicant's main goals and objective(s) of the project should be clearly stated using up-to-date statistical data to support your statements.



Meeting the Purpose of the Program (cont'd)

- The applicant's objectives should seek to sustain and enhance the capacity for teaching and research at the institution and at state, regional, or national levels.
 - Applicant should ensure that the objectives address the capacity for teaching and researching at the state, regional, or national levels.



Meeting the Purpose of the Program (cont'd)

- The applicant's objectives should seek to ensure the enrollment of talented graduate students from underrepresented groups.
 - The applicant should reference policies and programs that would ensure enrollment of women or other underrepresented groups.
 - The objectives for seeking students from underrepresented groups should be realistic.



Meeting the Purpose of the Program (cont'd)

- The applicant's objectives should seek to institute policies and procedures to ensure that it will award fellowships to individuals who satisfy the requirements of Section 648.40.
 - For example: Institutions will often establish a GAANN Fellowship Committee to ensure compliance with the requirements of Section 648.40. Institutions will also establish a relationship with the financial aid office to determine the student's level of need.



Extent of Need for the Project (5 points)

- The extent to which a grant under the program is needed by the academic department will be assessed.



Extent of Need for the Project

(cont'd)

- How the applicant identified the problems that form the specific needs of the project;
 - When identifying the problems to be addressed in the project, the applicant should provide recent statistical data to make a good case.



Extent of Need for the Project

(cont'd)

- The specific problems to be resolved by successful realization of the goals and objectives of the project;
 - The problems identified should be understandable and the applicant should convince the reader that the proposed plan will make a significant impact on solving problematic concerns.



Extent of Need for the Project

(cont'd)

- How GAANN fellowships will meet the specific and general objectives of the project.
 - For example: Six new fellowships at the University of Maryland will boost enrollment in the graduate program by 10%, which will also expand research opportunities.



Quality of the Graduate Program (25 points)

- The quality of the current graduate academic program for which funding is being sought will be evaluated.



Quality of the Graduate Program

(cont'd)

- Applicant should provide the course offerings and academic requirements for the graduate program.
 - Applicant should provide a list of course offerings of the department(s) involved.
 - Applicants should consider using the appendix to save space in the proposal when providing course offerings.
 - Course numbers and brief course descriptions should be provided.
 - Inter/Multi-disciplinary programs should list offerings for all departments.



Quality of the Graduate Program

(cont'd)

- With regards to academic requirements, the following should be clearly stated in the application:
 - nature of the program (PhD);
 - specific courses, semester hours, content;
 - total number of graduate courses; and
 - possible electives available to fellows.



Quality of the Graduate Program

(cont'd)

- Address the qualifications of the faculty, including education, research interest, publications, teaching ability, and accessibility to graduate students.
 - Ensure that each of these items are addressed (use appendix).
 - Provide specific examples of how faculty will be made accessible to the students (i.e., mentorship program).
 - Provide a list of departmental faculty involved with the project including name, institution attended, and specialization.
 - Submit Curriculum Vitae's for key faculty members that will be involved in the project.
 - Include letters of support from administrators that can be helpful.



Quality of the Graduate Program

(cont'd)

- The focus and capacity for research.
 - Applicant should provide examples that demonstrate how committed their institution is to research (i.e., the allocation of research dollars to support specific research projects).
 - Is academic research a priority at your institution?
 - Does your institution have the resources (i.e., laboratory space, computers, facilities) as well as the funding to support your capacity for research.



Quality of the Graduate Program

(cont'd)

- Any other evidence the applicant deems appropriate to demonstrate the quality of its academic program.
 - Highlight national rankings, nobel laureates, annual conferences, memberships in national academies, and funding increases.



Adequacy of Resources (5 points)

- Applications will be reviewed to determine the adequacy of resources that the applicant makes available to graduate students receiving the fellowships.
 - Applicants should offer details regarding the equipment and facilities that will be made available to conduct research (i.e., laboratory space, computer labs, laptops available to fellows, and any other supplies specific to the fellow's field of study).



Quality of Key Personnel (5 points)

- Each application will be reviewed to determine the quality of key personnel the applicant plans to use on the project.



Quality of Key Personnel (cont'd)

- The qualifications of the project director and other key personnel to be used in the project.
 - Applicant should designate either a department chair, graduate program director or other faculty members with leadership responsibilities as the Principle Investigator (PI).
 - Provide narrative regarding the background/experience of the PI and other key personnel associated with GAANN.



Quality of Key Personnel (cont'd)

- The time commitments of the PI and other key personnel.
 - Although the regulations do not provide specific time commitments, most PI's will devote about 10% and the key personnel about 5% to 10% of their academic year to the project.



Quality of Key Personnel (cont'd)

- Applicant should include a statement that will attest to its nondiscrimination employment practices to ensure that personnel are selected without regards to race, color, national origin, religion, etc.



Recruitment Plan (10 points)

- Assessment of the applicant's recruitment plan.



Recruitment Plan (cont'd)

- Provide a plan to identify, recruit, and retain underrepresented groups.
- Provide a plan to identify eligible students for GAANN, taking Section 648.40 into consideration.
- Highlight past success for recruiting from traditionally underrepresented backgrounds using statistical data to support your claims.
- Highlight past success for enrolling talented graduate students using statistical data to support your claims.



Recruitment Plan (cont'd)

- Applicant should be realistic when creating a recruitment plan especially when determining the number of underrepresented groups you plan to recruit.
- If you are unable to recruit the number of GAANN fellows specified in your application by the end of year two, your continuation funding could be reduced or eliminated for year three.



Evaluation Plan (12 points)

- Applications will be evaluated to determine the quality of the evaluation plan for the project.



Evaluation Plan (cont'd)

- Applicant should relate the evaluation methods to the project goals and objectives.
 - Applicant should reiterate project goals and objectives in the evaluation plan.
 - Evaluation measures should relate to the specific objectives outlined in the section, “Meeting the Purpose of the Program.”



Evaluation Plan (cont'd)

- Provide an assessment of the effect of your project on GAANN fellows.
 - For example: My institution will assess the effect of the project on GAANN fellows by collecting data on: the academic records of GAANN fellows, student and faculty surveys of GAANN fellows and all graduate students, the performance of all fellows on preliminary examinations, and time-to-degree completion, etc.



Evaluation Plan (cont'd)

- Provide a list of evaluation questions for each project activity and outcome.
 - The following is a sample of process and product evaluation questions designed to assess the success and shortcomings of the GAANN Program:
 - Are we successfully recruiting and retaining students from underrepresented groups?
 - Are the GAANN fellows making successful academic progress (SAP)?
 - Is the supervised teaching experience enhancing the GAANN fellow's teaching skills?



Evaluation Plan (cont'd)

- Provide a description of evaluation measures for each project activity and outcome.
 - For example: My institution will establish a series of quantitative or qualitative measures for each project activity to determine successes or shortcomings that may come about so that adjustments or improvements can be made accordingly.



Evaluation Plan (cont'd)

- Describe data collection procedures, instruments, and schedules for effective data collection.
 - Data collection should address what, when, and by whom.



Evaluation Plan (cont'd)

- Analysis and reporting of data so improvements or adjustments can be made.
 - Data should be analyzed so that successes and shortcomings can be highlighted and adjustments can be made.



Evaluation Plan (cont'd)

- Applicant should include a timeline chart that identifies when key evaluation processes and benchmarks will occur over the course of the GAANN project.



Quality of the Supervised Teaching Experience (5 points)

- The Secretary reviews each application to determine the quality of the teaching experience the applicant plans to provide fellows under this program, including the extent to which the project—



Quality of the Supervised Teaching Experience (cont'd)

- Provides each fellow with the required supervised training in instruction;
 - Provide orientation on teaching techniques and practices and support in the department for the fellows.
 - Provide orientation on effective communication and interpersonal skills.



Quality of the Supervised Teaching Experience (cont'd)

- Provides adequate instruction on effective teaching techniques;
 - Courses on effective teaching techniques before or during the fellows' teaching experiences.
 - Provide assistance on designing curriculum, writing goals and objectives, and on different teaching methodologies.



Quality of the Supervised Teaching Experience (cont'd)

- Provides extensive supervision of each fellow's teaching performance; and
 - GAANN fellows teaching performance monitored.
 - Constructive feedback.



Quality of the Supervised Teaching Experience (cont'd)

- Provides adequate and appropriate evaluation of the fellow's teaching performance.
 - GAANN fellows given constructive evaluation.
 - Meeting with mentor or teaching faculty.



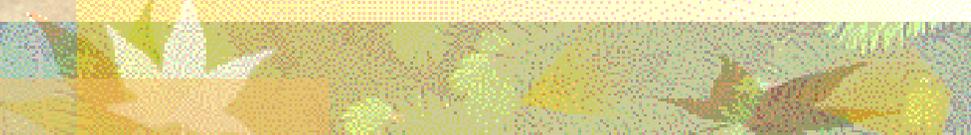
Quality of the Supervised Teaching Experience (cont'd)

- Remember that these fellows may choose to go into a teaching position, and assist them as if they would be your future colleagues.
- Fellows should be teaching, not acting as a teaching assistant.
- GAANN criteria require supervision and evaluation on teaching performance as well as providing the fellow with supervised training.



Quality of the Supervised Teaching Experience (cont'd)

- How can the department get fellows involved in the teaching experience?
- Develop teaching portfolio.
- Close mentoring by the advisor.
- Videotaping of teaching for evaluation by fellows and mentor.



Quality of the Supervised Teaching Experience (cont'd)

- Provide training and seminars throughout the GAANN fellowship.
- GAANN-specific seminars can be given throughout the fellows' teaching experiences to address issues that may come up or for added growth in teaching.
- GAANN fellows should discuss their performance on a routine basis with mentors/teaching faculty who are monitoring them.



Project Administration (7 points)

- The Secretary reviews the quality of the proposed project administration, including –
 - How the applicant will select fellows, including how the applicant will ensure that project participants who are otherwise eligible to participate are selected without regard to race, color, national origin, religion, gender, age or disabling condition;
 - Ensuring a fellow qualifies for GAANN under Section 648.40. (How does an academic department select fellows?)
 - Ensuring financial need from Financial Aid Office.
 - What are some qualifications that you will use to determine who will be a fellow when recruiting?
 - Don't make it impossible for recruiting to occur. You should seek underrepresented candidates, but not have to recruit only the underrepresented.



Project Administration (cont'd)

- How the applicant proposes to monitor whether a fellow is making satisfactory progress toward the degree for which the fellowship has been awarded;
 - How will you ensure the student is making satisfactory progress?
 - Have faculty/mentor monitor student's progress.



Project Administration (cont'd)

- How the applicant proposes to identify and meet the academic needs of fellows;
 - Have open door policy so fellows can talk about problems and issues they are concerned about.
 - Mentor assisting fellows.
 - Progress can be monitored with faculty or a mentor.



Project Administration (cont'd)

- How the applicant proposes to maintain enrollment of graduate students from traditionally underrepresented backgrounds; and
 - What support will the department give to ensure that all students have the support that is needed for all fellows to maintain enrollment and success in the program?
 - Assign student mentors and/or faculty mentors.



Project Administration (cont'd)

- The extent to which the policies and procedures the applicant proposes to institute for administering the project are likely to ensure efficient and effective project implementation, including assistance to and oversight of the project director.
 - How will those involved in program ensure smooth administration of the GAANN program in the department concerning recruitment, progress of fellows, and planning and implementing GAANN related activities (i.e., use of committees, etc.)

Institutional Commitment (14 points)

- The Secretary reviews each application for evidence that—
- The applicant will provide, from any funds available to it, sufficient funds to support the financial needs of the fellows if the funds made available under the program are insufficient;
 - Determine if any GAANN funds remain after needs analysis
 - Can use institutional match to supplement the remaining GAANN funds, only if those funds are not sufficient for the fellows subsistence according to Title IV, part F.
 - How will the department support those fellows where there are not enough GAANN Federal funds remaining?



Institutional Commitment (cont'd)

- The institution's social and academic environment is supportive of the academic success of students from traditionally underrepresented backgrounds on the applicant's campus;
 - Once fellows are recruited, what exists at the institution to provide for those underrepresented students in support (i.e., groups, societies).
 - What does the department provide?
 - Seminars for GAANN fellows or for underrepresented GAANN fellows to meet peers.



Institutional Commitment (cont'd)

- Students receiving fellowships under this program will receive stipend support for the time necessary to complete their courses of study, but in no case longer than five years; and
 - GAANN provides stipends to support a fellow for three years. The institution is required to provide two additional years of support.
 - What type of support will the fellow receive in the two years after GAANN funding has ended is up to the institution, however it should be a sufficient amount to allow the fellow to finish the degree in a timely manner.



Institutional Commitment (cont'd)

- The applicant demonstrates a financial commitment, including the nature and amount of the institutional matching contribution, and other institutional commitments that are likely to ensure the continuation of project activities for a significant period of time following the period in which the project receives Federal financial assistance.
 - Letters of support (internal and external)
 - What is the cost share the department will commit?
 - How will match be provided (stipend, tuition waivers, fees)?
 - What commitment will department give to ensure that fellows reach success?



Institutional Commitment (cont'd)

- Institutional matching contribution shall be provided from non-federal funds, equal to at least 25% of the amount of the grant received and used.
- State a reasonable matching contribution.



Budget (5 points)

- The applicant shows a clear understanding of the acceptable uses of program funds; and
- The costs of the project are reasonable in relation to the objectives of the project.



Budget (cont'd)

- Neither GAANN funds nor the institutional matching funds may be used to pay for overhead. See Section 648.64 (What are unallowable costs?) of the GAANN Program regulations.
- Both federal GAANN funds and institutional matching funds are strictly for fellowships.



Budget (cont'd)

- Federal GAANN funds include:
 - The FY 2006 stipend amount is \$30,000.
 - The FY 2006 institutional payment is \$12,224.



Budget - Stipend

- A fellow's demonstrated level of financial need is determined under Title IV, Part F of the Higher Education Act of 1965, as amended.
- GAANN Regulation 648.51 (What is the amount of a stipend?)
- Stipend funds are used after a student's need is determined.



Budget - Institutional Payment

- Accepted in lieu of charging tuition and fees.
- Refer to Section 648.62 (How can the institutional payment be used?) of the GAANN Program regulations.



Matching Contribution

- There is a required 25% match for any federal GAANN funds the university draws down each budget period.
- May be used to provide additional fellowships (fellow's need is to be determined using Title IV, Part F).



Matching Contribution (cont'd)

- Refer to Section 648.63 (How can the institutional matching contribution be used?) of GAANN Program regulations.
- Each budget period the match must be at least 25% of federal funds drawn.



GAANN Web site and E-mail Address

- <http://www.ed.gov/programs/gaann/index.html>
- OPE_GAANN_PROGRAM@ed.gov