



MISSISSIPPI DELTA
COMMUNITY COLLEGE
DEVELOPMENT FOUNDATION, INC.
**The Robert W. Steinriede
Faculty & Staff Development Fund**

Who can apply?

All MDCC employees including full-time faculty, part-time instructors, and staff

How much money is available?

Individual requests are limited to a maximum of \$1,000 each.

Joint proposals, submitted by a partnership of faculty/staff across different areas/departments of the College, may request up to \$2,000.

What's the deadline?

November 1, 2016 by 5:00pm.

What types of projects are eligible for funding?

The MDCC Foundation's Mini-Grant Program provides full-time faculty, part-time instructors, and staff the opportunity to develop projects that support the educational mission of MDCC's in areas including, but not limited to:

- Enhanced student learning and performance;
 - Curriculum development;
 - Innovative uses of technology including equipment;
 - Development of instructional activities;
 - Development of alternative fiscal resources;
 - Professional development/training;
 - Purchase of instructional equipment, technology; and
 - Other projects not usually covered by the college budget
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**The Robert W. Steinriede
Faculty & Staff Development Fund**

Developed in 2013, the first-ever privately funded faculty and staff development fund was created through the MDCC Development Foundation, Inc. and named in honor of Robert W. Steinriede.

The fund is appropriately named after Steinriede, better known as Bobby. Mr. Steinriede served on the MDCC Board of trustees from 1979-1990. He was appointed by Governor Barbour in 2007 to serve on the Mississippi Community College Board.

Bobby is an MDCC alumnus having played football for Coach Randall in 1967. After graduation, Mr. Steinriede immediately went to work for Guaranty bank and has been with them for 40 years and currently serves as the Executive Vice-President.

This program provides full-time faculty, part-time instructors, and staff the opportunity to develop projects that support the educational mission of MDCC.

None of this would be possible without the generosity of Mr. Bryan Jones. This fund was created by Mr. Jones, and will aide in the growth and development of the college and its stakeholders.

Our goal is to grow this fund into a \$100,000 endowment, and we are currently about 65% towards our goal.

The Robert W. Steinriede Faculty Development Fund
APPLICATION

DUE: November 1, 2016 by 5:00pm.

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Joint proposals, submitted by a partnership of faculty/staff across different areas/departments of the College, may request up to \$2,000.

The MDCC Foundation's Mini-Grant Program provides full-time faculty, part-time instructors, and staff the opportunity to develop projects that support MDCC's mission in areas including, but not limited to:

- Enhanced student learning and performance;
- Curriculum development;
- Innovative uses of technology including equipment;
- Development of instructional activities;
- Development of alternative fiscal resources;
- Professional development;
- Purchase of instructional equipment, technology; and
- Other projects that would not normally be funded by area or departmental budgets.

For assistance with your application or other questions feel free to contact Reed Abraham, Associate Vice-President for Advancement, at rabraham@msdelta.edu or X6273

The MDCC Development Foundation, Inc.
Supporting MDCC's Students, Faculty, and Staff

The Robert W. Steinriede Faculty Development Fund **APPLICATION**

GENERAL GUIDELINES

- Complete proposals are due to Reed Abraham, Associate Vice-President for College Advancement, no later than **November 1, 2016 by 5:00pm**. Late proposals will not be accepted.
- It is preferred that proposals be submitted via email, but they may also be submitted in-person. (email application and supporting documents to rabraham@msdelta.edu)
- The proposal requires signatures and approval from your immediate supervisor.
- Please make sure that your application narrative is in 12 point font, double spaced.
- Collaboration among personnel and departments is strongly encouraged.
- Proofread your application.
- Incomplete applications cannot be accepted.

APPLICATION CONTENT

- A. COVER LETTER:** One page tailored to address how the project supports the MDCC mission and the amount requested.
- B. SUMMARY OF APPLICANT FORM:** (use form provided)
- C. NARRATIVE:** Please be sure to address each item listed below. Include the following information in your narrative with a heading/subheading for each item listed below.
1. Purpose of Grant. This section should include the following:
 - a) Brief statement of the issue to be addressed; description of constituency served (include number served); how will they benefit?
 - b) Description of goals and objectives for the purpose of this grant and how this grant will enhance the educational mission of MDCC.
 - c) Description of activities planned to accomplish these goals; is this a new or ongoing activity?
 - d) Timetable for implementation.
 - e) Other departments or personnel, if any, participating in the activity.
 - f) Long-term sources/strategies for funding at end of grant period (if applicable.)
 2. Evaluation. Please discuss:
 - a) Expected results during the funding period.
 - b) How you would define and measure success.
 - c) How will the project's results be used and/or disseminated?
- D. BUDGET:** (use form provided)
- E. CHECK-SHEET**

Submission:

Email: Reed Abraham (rabraham@msdelta.edu)

In-Person: MDCC Foundation Office located in the Administration Building

Review Process: Proposals will be reviewed by a committee of **faculty and staff**. Projects selected for funding must then meet the approval of the President of MDCC. Awards will be disbursed January 2017.

SUMMARY OF APPLICANT(S)

The Robert W. Steinriede Faculty & Staff Development Fund

Each proposal must have a primary contact person for communication purposes. For joint proposals, please list each author separately and attach an additional sheet if necessary.

PRIMARY CONTACT

Name: _____ Title: _____
Supervisor: _____ Department: _____
Phone: _____ Email: _____

ADDITIONAL AUTHORS

Name: _____ Title: _____
Supervisor: _____ Department: _____
Phone: _____ Email: _____

Name: _____ Title: _____
Supervisor: _____ Department: _____
Phone: _____ Email: _____

Brief description of request (one paragraph): _____

Academic year: _____

Amount of Request: _____

Signature, Primary Applicant

Date

Signature, Supervisor (of primary applicant)

Date

PROJECT BUDGET

PROJECT NAME: _____

Itemized Expenses:

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL COST (A) \$ _____

FUNDS AVAILABLE FOR PROGRAM:

Department Funds \$ _____

Other Grants \$ _____

In-Kind \$ _____

TOTAL FUNDS AVAILABLE (B) \$ _____

BALANCE REQUIRED (A minus B) \$ _____

AMOUNT REQUESTED \$ _____

FINAL CHECK SHEET

Proposal Outline

- A. COVER LETTER
- B. SUMMARY FORM
- C. NARRATIVE
- D. BUDGET
- E. CHECK SHEET

PRE-SUBMISSION CHECK SHEET

Be sure to check off each item below.

- COVER LETTER INCLUDED
- COVER LETTER ADDRESSES HOW THE PROJECT SUPPORTS THE EDUCATIONAL MISSION OF MDCC
- SUMMARY FORM INCLUDED WITH SUPERVISOR'S SIGNATURE AND ALL AUTHORS ARE LISTED
- NARRATIVE INCLUDED
- EACH TOPIC LISTED IN THE NARRATIVE INSTRUCTIONS IS ADDRESSED WITH HEADINGS AND SUBHEADINGS
- THE NARRATIVE IS TYPED IN 12 POINT FONT, DOUBLE-SPACED
- BUDGET INCLUDED

Name, Primary Applicant

Signature, Primary Applicant

Date

The Robert W. Steinriede Faculty & Staff Development Fund
