

## **Request for Proposal (RFP)**

### **Establishing or Expanding Campus AL\$ Program**

Release date: February 16, 2017

Each CSU campus may submit one proposal for funding to augment the resources they are using to implement their campus AL\$ program. If a campus has received AB 798 funding, this AL\$ proposal should be for tasks, faculty support, etc. in addition to/different from the work performed for the funded AB 798 project.

- Proposal due date: March 31, 2017
- Amount of funding: Up to \$15K per campus
- Funding will be distributed in early May for implementation in fall 2017 and spring 2018.

Use the [AL\\$ Project Planning & Reporting Template](#) to include the following items:

#### **Overview**

- An overview of the AL\$ initiative's objectives, challenges, potential measures of success, and existing campus priority(ies) such as the Graduation Initiative, Course Redesign with Technology, etc. Please include a summary of the project and outcomes achieved in the past year or if the project is on target to achieve its projected milestones/goals.

#### **Project Team**

- A designated campus AL\$ coordinator(s).
- A list of campus partner organizations or departments with whom you will be collaborating to implement your project.
  - You will need at least two partner organizations, for example, the library, bookstore, learning assistance center, faculty development center, academic technology department, and/or others.
  - The campus center for students with disabilities must be one of your partner organizations to coordinate access to AL\$ services for students with disabilities.

#### **Technologies, Facilities, Policies, Resources**

- Include a plan for leveraging campus resources and staff.
- Provide an estimated budget to define the amount of funds for each type of expense. No equipment will be funded.

## Marketing & Communications

- Include a marketing and communication plan considering campus stakeholders and potential activities/outreach for the awareness, discovery, and adoption of low/no cost materials. Include showcasing faculty accomplishments and student savings at the year's end.
- Special preference will be given to projects that include **two or more** of the following:
  - A completed final report submission for previous AL\$ RFP funding.
  - The adoption of Open Educational Resources. e.g. [www.cool4ed.org](http://www.cool4ed.org) or [merlot.org](http://merlot.org)
  - The Integration of library and OER services into the LMS. e.g. [CSUDH](#) & [SJSU](#)
  - [Faculty showcases \(ePortfolios\)](#) or [videos](#) of [faculty](#) and/or [students](#).
  - Participation on the AL\$ Listserv, webinars and the [AL\\$ Community](#).
  - Use of the standardized CSU ALS faculty survey, a student survey tool, and/or participating in the AL\$ research study (pending).
  - An AL\$ information day and a faculty recognition day on campus. (required)
  - [Information literacy programs](#) that build collaborations and capabilities for faculty and students using eReaders and digital course materials in teaching and learning.
  - The [CSU Rent Digital program](#) and/or [custom publishing services](#). (e.g. XanEdu or RedShelf)

## Reporting Savings (required)

- Your project must provide data on the amount of money students saved through your AL\$ program. Course/sections and student savings' reports based on the AL\$ Reporting Savings template are requested: **Fall report due December 15, 2017; Spring/Final Report due April 27, 2018.**
- Campuses who received an AL\$ grant last year may apply for a new grant to expand their campus AL\$ implementations if a savings' report has been submitted and still needs to address the basic requirements listed above.

## RFP Submission Process

Your proposal submission should utilize the [AL\\$ Project Planning & Reporting Template](#) and include a brief cover letter signed by the Provost. We will be happy to review your proposal before the due date.

**Submit any questions, your RFP proposal, and reports to:**

**[als@cdl.edu](mailto:als@cdl.edu)** or call (562) 833-7764

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