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Application for EPIC Investment Projects

EPIC = Entrepreneurism, Policy, Innovation and Commerce

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DIRECTIONS

* EPIC is a competitive internal grant program funded by the Florida Department of Education (FDOE). Selected projects will be included in JU’s 24-25 budget to the FDOE.
* Project period for EPIC awards is July 1, 2024, through June 30, 2025.
* Awarded funds will be available as of July 1, 2024.
* All awarded funds must be spent no later than April 1, 2025, or they will be forfeited.
* Four quarterly reports detailing project progress are required of all EPIC awardees.
* Letters of endorsement from the project lead’s Dean/Director and Chair are required, as applicable. Letters must reference the specific project and clearly indicate administration has been briefed regarding the project.
* Up to three $1,000 stipends are allowed per project. Teams larger than three people may choose to split the $3,000 max equally between the team members. Stipends must be thoroughly justified in the budget template.
* EPIC Eligible Disciplines/Categories: Aviation, Business/Management, Healthcare Sciences, Law, Public Policy, STEM/STEAM, and Sustainability. Academic support departments, such as Academic Technology and Career Management, are also eligible.
* Non-EPIC disciplines, such as Social Sciences and Fine Arts, may be eligible if they partner with one or more of the broader disciplines listed above.
* Answers to the application questions should be clear and concise. Narrative portions of this application will be included in JU’s documentation to the FDOE.
* Applicants should return this completed form (as a Word doc) along with the Excel budget template and the two letters of endorsement (as applicable) to [ORSP@JU.EDU](mailto:ORSP@JU.EDU) no later than Friday, May 3, 2024 @ 5:00 pm. Allow at least 30 days for careful review of all proposals.

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1. **Project Title (10-word max):** Click or tap here to enter text.
2. **Did this project or a variation thereof receive EPIC funding last year?**

Click or tap here to enter text.

1. **If yes to #2 above, please indicate how this year’s project is different from last year’s project (or builds upon the success of last year’s project)** 250 words max**:**

Click or tap here to enter text.

1. **Total Project Costs:** Click or tap here to enter text.
2. **EPIC Funding Requested:** Click or tap here to enter text.
3. **Project Personnel** (list Project Lead first): Click or tap here to enter text.
4. **Discipline(s) this project will target:** Click or tap here to enter text.
5. **With which EPIC Goal does your project most closely align?** (Choose only one, please).

**Goal 1**: Enhance JU’s **academic programming** to align with the skills and competencies needed by Florida’s future workforce.

**Goal 2:** Strengthen existing and develop new **academic support systems and resources** that will enhance teaching, learning, and career readiness. This goal would be applicable to Academic Technology, Career Management, etc.

1. **Project Description and Rationale:** (*what will you use the allocated funding for? Be specific. 250 word maximum*)

Click or tap here to enter text.

1. **Describe how this project aligns with the intent of EPIC, which is to prepare students for successful entry into the Florida workforce and/or pursue additional education beyond their JU degree. Include the number of students to be served, as well as relevant courses impacted** (500 word maximum).

Click or tap here to enter text.

1. Each awardee must commit to preparing four quarterly reports that will be submitted to the State as evidence of progress. Reports detail project activities for that quarter and must include tangible deliverables (see # 12 below).

Due dates for the reports are as follows:

Quarter 1 (July 1, 2024 – September 30, 2024) Report due to ORSP by October 15, 2024

Quarter 2 (October 1, 2024 – December 31, 2024) Report due to ORSP by January 15, 2025

Quarter 3 (January 1, 2025 – March 31, 2025) Report due to ORSP by April 15, 2025

Quarter 4 (April 1, 2025 – June 30, 2025) Report due to ORSP by July 15, 2025

**Please identify one person from your team who will be responsible for preparing and submitting the reports for the Project Periods.** Failure to submit reports and reasonably meet listed objectives will result in a suspension of funds and will impact eligibility for future internal grant funding.

**Reports will be submitted to ORSP by: (Name of person):** Click or tap here to enter text.

1. **Project Objectives, Activities, and Deliverables Chart:**

**Directions*:* Using the chart on page 4, enter an objective for each quarter and corresponding activities and deliverables. Please be sure your objectives and activities are simple (doable) yet substantive, so you have something to report on for each quarter.**

***Objectives*** *should be measurable and are what you hope to achieve to accomplish the EPIC goal you chose above in Question 8.*

***Activities*** *are what you will do to achieve your objectives****.***

***Deliverables*** *are tangible items you will submit with your four quarterly reports as evidence each activity occurred during that specific reporting period.* ***Examples of Deliverables****: websites/links to completed projects or presentations; Powerpoint presentations, draft or final publications, dashboard reports with a written analysis of data, new curricula approved by the faculty curriculum committee, photographs of students demonstrating equipment use, social media posts promoting the project/program, grant applications, meeting/training agendas, abstracts submitted by students for the JU Symposium, links to videos, positive enrollment numbers on a spreadsheet, written analysis of survey results, student papers/projects, etc. Note that Email exchanges are not acceptable deliverables.*

Sample Chart

|  |  |  |
| --- | --- | --- |
| **Objective** | **Activity** | **Tangible Deliverable**  **(Max of three per report)** |
| *EXAMPLE:* *Enhance use of technology by faculty to support student learning in areas specific to the EPIC disciplines* | *1. Research and evaluate the academic technology needs of the University.*  *2. Implementation of technology projects.* | *Quarter 1 Report will include:*  ***Deliverable 1: Assessment survey/research results*** *of academic tech needs*  ***Deliverable 2: Inventory list*** *of technology purchased during Q1*  ***Deliverable 3: Documentation******(2 flyers)*** *demonstrating faculty workshops/trainings were offered to implement new technology* |
| *EXAMPLE: Provide essential coding skills in Python programming to students in PHYS151/152* | *Develop and implement interactive and collaborative Labs for PHYS151/152 courses that incorporate Python programming.* | *Quarter 1 Report will include:*  ***Deliverable 1:*** *Revised* ***syllabus*** *for PHYS151/152 documenting Python instruction*  ***Deliverable 2****: (3)* ***samples******of completed student labs*** *in Python (pdfs)* |

|  |  |  |
| --- | --- | --- |
| **Project Title:** | | |
| **Objective** | **Activity** | **Tangible Deliverable** |
|  |  | Quarter 1 Report will include:  1.  2.  3. |
|  |  | Quarter 2 Report will include:  1.  2.  3. |
|  |  | Quarter 3 Report will include:  1.  2.  3. |
|  |  | Quarter 4 Report will include:  1.  2.  3. |

1. **Budget**: Please use the [provided budget template](https://www.ju.edu/sponsoredprograms/funding-resources/internal-faculty-collaborations-interdisciplinary-research.php) for your request available on the ORSP website under this solicitation. JU reserves the right to issue partial awards based on the availability of EPIC funds.