



# Grants for Reframing the Institutional Saga

## *Invitation for Applications*

**Deadline: August 12, 2022**

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The Council of Independent Colleges (CIC) invites college and university members of the Network for Vocation in Undergraduate Education (NetVUE) that meet certain requirements to apply for grants that will lead to an updated account of their history and mission in light of the institution's current context.

### *The Opportunity*

Many NetVUE member colleges and universities have strong historical ties to a specific religious tradition, a particular educational philosophy, or a pioneering educator. These elements of an institution's heritage are important, but their significance may not always be clear in the midst of changes in its demographic profile, its surrounding community, and its founding organizations. These changes can influence student recruitment and retention, curriculum design, and the composition of faculty. Colleges and universities have sometimes struggled to give adequate attention both to their institutional heritage and history, and to the changed circumstances in which they now operate.

The Council of Independent Colleges is grateful to Lilly Endowment Inc. for its generous support of this program.

CIC invites proposals from NetVUE member colleges and universities that seek to re-examine and reframe their commitments in ways that balance their history, identity, and heritage with attention to their present circumstances. This re-examination would enable institutions to articulate the ties between their inheritance from the past and the vocations that situate them within their current context and call them into the future. By the end of the grant period, recipients are expected to have created one or more enduring products, such as a book (whether a monograph or a collection of essays), a permanent campus exhibit accompanied by a printed catalogue, or some other physical and durable record of the results of the reframing process. The enduring product(s) may be supported by other products (including digital and electronic ones) that reflect deep research and that may help extend the reach of the project.

NetVUE Grants for Reframing the Institutional Saga may be requested in amounts up to \$40,000 for use over two years. Examples of allowable expenses include (a) released time or stipends for researchers and writers who might collaborate on the project; (b) released time for one or more project leaders to coordinate the activities of this grant; (c) funds to support retreats, workshops, and similar events; and (d) reading materials and other resources for use during the grant period. A complete description of allowable expenses is available in the Grant Budget Guidelines document on the NetVUE website.

Grants will be awarded based on proposals that explain (a) the purpose and goals of the proposed project, including the institution's account of the relationship between its historical mission and its current context; (b) the extent of institutional support for vocational exploration efforts to date; (c) a clear account of the work that the institution plans to undertake, including specific goals for these efforts and a description of the final product(s) that the work is expected to generate; and (d) the ways in which the project's outcomes would continue to shape the institution beyond the grant period.

A variety of approaches will be considered as part of the process to produce an updated institutional saga, including:

- Support for one or more faculty members to revise and update the institution's history, tracing the thread of institutional vocation from its founding to the current time;
- Programs to broaden conversations to include faculty members, administrators, and trustees about the institution's identity and purpose, with particular attention to incorporating the contemporary educational context into earlier works describing the founding mission; and
- If the institutional narrative has recently been updated, support for a group of faculty members, staff, and administrators to incorporate these recently completed revisions into the strategic plan.

## *Eligibility and Funding Timeline*

All NetVUE member institutions that do not currently hold a Reframing the Institutional Saga grant are eligible to apply for this award. *Note: If an institution already holds another NetVUE grant, the application must demonstrate that staffing and other resources are adequately*

*distributed to allow both projects to succeed. Ordinarily this will require that the programs supported by the two grants be directed by distinct leadership teams.*

This is the third round of NetVUE Grants for Reframing the Institutional Saga. In the first two rounds, grants were awarded to 44 NetVUE member institutions. Up to 20 additional awards will be made in this round. **The application deadline is August 12, 2022.** Decisions will be announced by December 2, 2022. Funds will be disbursed in two payments: the first half by February 1, 2023, and the second half by February 1, 2024 (following the approval of an interim report). Spending must be completed by January 31, 2025.

## *Expectations of Grant Recipients*

If awarded a NetVUE Grant for Reframing the Institutional Saga, the institution will agree to:

- Submit a written interim progress and budget report to CIC by December 1, 2023—that is, nearing the end of the first year of grant activities;
- Provide final narrative and financial reports to CIC by March 1, 2025, over the signature of the president, which describe the outcomes of the project, indicate the degree to which project goals were met, reflect on the effectiveness of the work, and chart directions for the future;
- Provide NetVUE with two copies of the final product(s) created through grant funding;
- Permit the inclusion of information about its project in CIC and NetVUE publications;
- Be willing to share at future NetVUE Conferences and gatherings what the institution has learned through its grant-supported activities;
- Identify the funded activities as supported by CIC and Lilly Endowment Inc. in all project materials and publicity;
- Maintain membership in NetVUE throughout the two years of the grant period; and
- Send a campus team headed by the president, chief academic officer, or another officer at the vice-presidential level to the 2024 NetVUE Conference.

## *Application Guidelines*

Proposals should be submitted online as a single document and consist of the following elements:

### **A One-Paragraph Executive Summary of the Proposal**

**A Brief Public Description** of the project (five sentences maximum), which will be posted on the NetVUE website if the project is funded. (Examples may be found in the lists of previously awarded grants on the NetVUE website.)

**A Four- to Five-Page Narrative** that provides clearly marked sections that correspond to the following points:

- The institution’s understanding of its religious, philosophical, or cultural identity and heritage, as well as how this understanding informs the institution’s current mission;
- A list of published (or otherwise broadly available) histories of the institution and a comment about the limitations of each as contemporary descriptions of the institution’s saga;
- The institution’s understanding of how its current mission and sense of vocation relate to its current context (namely, with respect to such matters as prospective student applicants, surrounding community, or relationships with other constituencies and stakeholders);
- A statement of project goals and objectives that can be referenced and assessed at the end of the two-year grant period as a basis for evaluating project success;
- A description of proposed activities to be undertaken and of the final written product(s) that is (are) expected to be created and disseminated during the grant period;
- A description of the institution’s strategy for encouraging broad participation in this project across demographic and socio-economic categories (not only in planned activities related to reframing the institutional saga, but also in any future programming that may arise from this work), and in particular, for building institutional capacity to promote participation among underrepresented, disadvantaged, or marginalized groups;
- A statement of the institution’s willingness to share at future NetVUE Conferences and gatherings what the institution has learned through its grant-supported activities;
- A statement of how the institution anticipates using the materials produced through this grant initiative to inform its future identity, institutional vocation and mission, and vocation-related programming; and
- A plan for assessment and evaluation of the project’s goals and objectives both during and at the end of the grant period.

### **A One-Page Project Timeline**

**A One-Page Roster** that lists the names and contact information for (a) the principal project contact; (b) the senior (cabinet-level) administrator who will oversee the project; (c) the project’s other leaders, including short descriptions of their qualifications for the specified roles; and (d) the individuals who will carry out the project, including a one-sentence description of each person’s role. If the institution currently holds another NetVUE grant, an extra page should be added that clarifies how staffing responsibilities and other resources are to be distributed in ways that would allow both projects to succeed.

**A Concise Budget** that describes the main expense categories, including programmatic expenses, faculty and staff stipends or released time, honoraria for speakers and/or writers, any travel-related expenses, and costs of materials and supplies. Details about the construction of the budget, as well as answers to frequently asked questions and a sample budget, are available on the NetVUE website.

**A Letter of Support** from the president indicating the anticipated ways that the institution will incorporate the work that would be supported with a NetVUE grant in its long-term planning and its mission-focused activities. In addition, the letter should designate a member of the president's cabinet to oversee this project. The letter should affirm the institution's commitment to continue NetVUE membership throughout the grant period and to send a campus team headed by the president, chief academic officer, or another officer at the vice-presidential level to the 2024 NetVUE Conference.

## *Application Deadline*

The application deadline is **August 12, 2022**. Proposals should be submitted electronically with supporting materials as a single document at [www.cic.edu/NetVUEInstitutionalSagaGrant](http://www.cic.edu/NetVUEInstitutionalSagaGrant). Only applications submitted electronically will be considered.

## *Questions?*

Questions about NetVUE Grants for Reframing the Institutional Saga should be addressed to Lynn Hunnicutt, assistant director of NetVUE, at [lhunnicutt@cic.edu](mailto:lhunnicutt@cic.edu) or (253) 535-7644, or to David Cunningham, director of NetVUE, at [dcunningham@cic.edu](mailto:dcunningham@cic.edu) or (616) 395-6750.