



Alabama Commission on Higher Education

Request for Grant Proposals from Public Institutions for
Implementing Work-Based/Experiential Learning Opportunities
Related to the All in Alabama Campaign

Round One: Due by July 14, 2023

Round Two: Due by September 1, 2023

Mid-Year Grant Reports to be Submitted by December 15, 2023

Year-End Grant Reports to be Submitted by May 31, 2024

I. PURPOSE AND OVERVIEW

The Alabama Commission on Higher Education (ACHE), the coordinating board for public higher education in Alabama, invites grant proposals from public postsecondary institutions (public universities and community/technical colleges) to develop work-based/experiential learning opportunities for students related to the [All in Alabama](#) initiative. Institutions are to submit only one proposal in response to this grant opportunity as available funding will be prioritized to include as many institutions as possible.

The All in Alabama initiative targets current and former undergraduates of Alabama's public postsecondary institutions to raise awareness of job opportunities in the state and showcase the level of talent at Alabama's public higher education institutions to prospective employers.

II. INSTITUTIONAL GRANT OPPORTUNITY

ACHE seeks to partner with public institutions who plan to expand work-based/experiential learning opportunities and employer partnerships. Grants of up to \$5,000 are available to support work-based/experiential learning opportunities for undergraduate students that are developed through the collaborative efforts of career center staff, faculty, and students, using the definitions and examples presented in the [Alabama Work-Based Learning Handbook 2023](#). The proposed work-based/experiential learning opportunities should develop new employer partnerships within fields not served as well as others with these efforts (e.g., liberal arts and sciences). Academic programs that traditionally incorporate work-based/experiential learning opportunities (e.g., education, nursing, career technical) will not be considered for this grant.

Grantees must be affiliated with a campus unit, such as an academic department, student professional organization, career services center, or other administrative office within an institution, as grants cannot be awarded to individuals. ACHE anticipates making a total of 8-10 awards under this grant, considering submissions from both rounds.

III. GRANT DELIVERABLES

Grantees are to engage faculty and undergraduates in developing and establishing work-based/experiential learning opportunities as part of the [All in Alabama campaign](#). Deliverables will include but may not be limited to a mid-year report and an end-year report, providing results in response to the proposal's objectives of the work-based/ experiential learning opportunities. As job placement for undergraduates is a primary target of the All in Alabama initiative, institutions are to develop and implement an effective, efficient plan of action in conjunction with employment partnerships as a key element of the work-based/experiential learning opportunities.

IV. PROPOSAL STRUCTURE

Interested institutions are invited to submit brief proposals (2-3 pages) by the one of the following deadlines:

Round One: Due by July 14, 2023

Round Two: Due by September 1, 2023

Specifically, proposals should include the following information:

- Name of campus unit that will administer the grant
- Primary contact responsible for grant administration (this should be an employee of the institution)
- Description of scope of work and proposed results with assessment measures
- Description of how undergraduate students, faculty, and employers will be engaged in the design and production of the work-based/experiential learning opportunities
- Budget overview of how grant funds will be used (see section on **Use of Grant Funds**)

V. USE OF GRANT FUNDS

ACHE's grant funds are to be used for direct (rather than indirect) expenses. Allowable expenses include the following:

- Stipends for faculty/staff overseeing the grant
- Stipends for undergraduate students contributing to the project
- Curricula development and implementation, materials, subscriptions, etc.
- Promotional items and events
- Advertising placement or other vendor fees, as appropriate
- Travel expenses
- Other expenditures approved by ACHE

VI. OWNERSHIP

Reports and other grant information submitted to ACHE under this grant shall become and remain the property of ACHE for uses and purposes as deemed appropriate by the State.

VII. GRANT PERIOD, DEADLINE, AND QUESTIONS

Grantees must submit reports by the following deadlines, unless otherwise agreed upon. Any extensions of grant period will require approval from ACHE.

Mid-Year Grant Reports to be Submitted by December 15, 2023

Year-End Grant Reports to be Submitted by May 31, 2024

Proposals will be accepted until 5:00 pm CT on **July 14, 2023** and **September 1, 2023**.

Please send an electronic copy of the proposal to Dr. Stephanie C. Dolan via email stephanie.dolan@ache.edu.

Questions may be directed to Dr. Dolan by email or phone (334) 353-9153.

ACHE will host a webinar on this grant opportunity **Thursday, June 15, from 12:30-1:30 p.m.** during which interested institutions may ask questions.