

## Request for Proposals

### Institute for Rural Vitality Fellowships for 2023 - 2024

In 2017, SUNY Cobleskill launched the Institute for Rural Vitality (IRV) to foster and execute initiatives that align with SUNY Cobleskill's mission and leverage its intellectual capital, student capabilities, facilities and partnerships to enhance community and economic vitality in rural New York State. Central to the design of the Institute is the role of SUNY Cobleskill faculty and staff in developing and carrying out community-enhancing projects that generate invaluable student learning experiences. To that end, resources will be made available to support the work of "Institute Fellows."

Faculty and staff will have the opportunity to propose Institute projects in response to an annual request for proposals (RFP). Project proposals will be reviewed by a committee that consists of representatives from the following functions/offices: Dean, Provost, the Strategic Partnership, the Professional Development Committee, the office for Internships and Graduate Pathways, Students, and the College Council. Faculty and staff submitting selected proposals will be notified and compensated at a fixed rate of \$3,250 or \$1,000 for a year-long or semester term, respectively. Based on assessment of outcomes and impact, Fellowships may be renewed for multiple years. Institute Fellows will be responsible for completing project deliverables as described in their original proposals and will submit regular progress reports to the IRV. Failure to satisfactorily accomplish project deliverables will result in prorated compensation.

All members of SUNY Cobleskill faculty and professional staff including adjunct instructors are eligible for Institute Fellowships. Proposals can be completed and submitted by visiting [cobleskill.edu/institute](http://cobleskill.edu/institute). Successful proposals will include complete information in the following areas:

- I. Faculty/Staff Name
- II. Faculty/Staff Department
- III. Proposal Title
- IV. Project Description
  - a. Detailed project description
  - b. Role of Students and Expected Learning Outcomes
  - c. Relevant Internal and External Partnerships/Collaborations
  - d. Project Timeline and Identification of Milestones and Deliverables
- V. Budget Description
  - a. Estimated travel budget
  - b. Necessary supplies cost
  - c. Faculty financial commitment, including fringe
  - d. Student financial commitment, including fringe
  - e. Additional fees associated with project

Faculty and staff submitting proposals may be contacted by the Institute leadership for further information as part of the selection process. Project submissions must be completed and submitted by June 9<sup>th</sup>. The Institute anticipates announcing fellowships by July 1<sup>st</sup>.