



NORTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

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*Greatness. Achieved.*

# **Innovation Fund**

## **2017-2018**

Approved by DCC, October 26, 2015  
Approved by DCC, November 24, 2014  
Approved by DCC, October 28, 2013  
Approved by DCC, October 22, 2012

## Purpose

The purpose of the NOCCCD Innovation Fund is to create a culture of innovation to support the strategic directions of the District. The tenets of the District's five Strategic Directions, and the District's Vision, Mission and Values Statement guide the District's planning processes. The establishment of the NOCCCD Innovation Fund demonstrates the District's commitment to excellence by supporting innovative initiatives proposed by District employees.

The NOCCCD Innovation Fund was designed to encourage and provide financial support for faculty and staff in developing and implementing new ideas, methods or practices that will improve the quality and efficacy of education, programs, and services throughout the District. Proposals supported by this endeavor will complement the District's Strategic Directions, and the District's Vision, Mission and Values Statement.

**By definition, "Innovation" within the context of the program means, the introduction of, or implementation of new ideas, new practices, or changes in methods that strive to reach the highest levels of teaching, scholarship, and policy impact, and that promote excellence in all aspects of the District.**

The process is purposefully straight-forward to encourage all employees of the District to participate. The Innovation Fund is designed to support concepts of many types, sizes, focus, and locations.

All successful proposals should be designed to test or support innovation that fosters student success and the North Orange Community College District Strategic Plan for 2014-2017. The NOCCCD Strategic Plan can be found at the following link:

[http://www.nocccd.edu/files/strategicplan2014-2017\\_25852.pdf](http://www.nocccd.edu/files/strategicplan2014-2017_25852.pdf)

## Overview of Process

The Innovation Fund is an annual allocation process. Each year the District budget process will determine the total funding allocation for proposals to be completed in the next academic year. Successful and approved projects for the next academic year may begin implementation following the end of the spring semester.

**The maximum allowable annual funding allocation per proposal is twenty-five-thousand dollars (\$25,000.00) per fiscal year.**

The projects selected are to be completed by June 30<sup>th</sup> of the subsequent academic year.

Administration of the funding of successful proposals will be handled through standard District fiscal procedures. The Office of Educational Services and Technology will coordinate the reporting of the outcomes of the awarded proposals or projects, both narrative and financial, to the Board of Trustees at the conclusion of the academic year.

Prior to the end of the funding cycle, each initiative or project will have a one-page evaluation that includes a narrative and financial evaluation. Previously funded innovative projects or programs may be eligible for renewal based on review by Chancellor's Staff. Project evaluation summaries will be available on the District website for public review.

## Criteria and Guidelines

The criteria are based on the District's five Strategic Directions and include all aspects from initial exploration of concepts through the institutionalization or completion of funded projects.

Funding from this program may supplement existing sources of funding, including augmentation of grants funds.

Initiatives within the scope of this program include new approaches to educational pedagogy and teaching strategies, designs of new projects or programs to enhance student success, opportunities to share or learn in other academic environments including collaborations with other institutions and, technological projects or initiatives that enhance organizational efficiencies. May include initiatives to upgrade equipment, cultivate skills, and/or improve operational functions within the District.

## Who Is Eligible to Apply?

All permanent employees (faculty, staff, or management) of the District who desire primary or supplemental funding are eligible. Temporary employees or ancillary organizations to the District are not eligible.

## Proposal Selection Timeline

- Application submission begins **December 1** of each academic year, for projects commencing the following academic year.
- Applicants will submit a one-page project description and funding request form to the Office of Educational Services and Technology by **March 1** of each academic year.
- The Innovation Fund Ad Hoc Workgroup will review, score, and recommend to the Chancellor's Staff those projects to be funded by **May 1** of each academic year.
- Chancellor's Staff will forward their final recommendations for funding to the Board of Trustees at the **first meeting in May** of each academic year.

## Innovation Fund Ad Hoc Workgroup

The Innovation Fund Ad Hoc Workgroup serves as a recommending body to the Chancellor's Staff. The Vice Chancellor of Educational Services and Technology will facilitate the process and Chair the Workgroup.

The composition of the Ad Hoc Workgroup is as follows: three Academic/Faculty Senate Representatives (one from each Senate), three classified staff (one each from CC, FC and SCE), one confidential staff, three managers (one each from CC, FC and SCE), three students (one each from CC, FC and SCE), one representative from the District Services.

The Innovation Fund Ad Hoc Workgroup will adjudicate the submitted proposals for potential funding. If it is determined by the Workgroup that there are no sufficient proposals worthy of funding it is not incumbent on the Workgroup to recommend the award of any or all of the funds in any given year. Funds may carry over to the next academic year.

Requests are reviewed and scored for their innovative qualities and relevance to the District's Strategic Directions, Vision and Mission statements. The Innovation Fund Ad Hoc Workgroup is not bound to meet any specific pre-set concept; proposals are assessed on their individual and innovative merit.

### **Innovation Fund Workshops**

The Innovation Fund Ad Hoc Workgroup will provide workshops as needed to assist potential applicants with information and guidelines for the development of Innovation Fund proposals.