

CREATIVE CAPITAL FUND INFORMATION SHEET

BACKGROUND

KPU's Academic Plan 2018 directs the enactment of KPU's VISION 2018 Strategic Plan. It provides a blueprint that will guide academic planning through to 2018, and establishes four overarching academic goals:

- To offer exceptional learning environments attuned to learners
- To increase experiential learning opportunities
- To define learning outcomes and methods of demonstrating student capability
- To ensure student success and well-being

KPU CREATIVE CAPITAL FUND OBJECTIVE

The KPU Creative Capital Fund (CCF) has been established to promote and encourage the cultivation of new ideas around social, cultural, economic, health, sustainability and technological innovation. One time funding will be provided to support projects that achieve these objectives. Funded projects will reflect, sustain and accelerate the goals of KPU's Academic Plan 2018 and further the institution's polytechnic university mandate.

FUNDING

The Creative Capital Funds will be distributed annually until the concluding date of the Academic Plan 2018, June 2018. This distribution will take into consideration the identified priority of the recommendations as well as the existing financial health of the university. The Provost will consider the recommendations of the Creative Capital Fund Committee and allocate available funds to develop and realize projects that support the Academic Plan 2018 goals and strategies.

CRITERIA

All proposals will be assessed against the following criteria:

- Degree to which the proposal directly supports strategies embedded in the Academic Plan 2018.
- Degree to which proposal has the potential to enhance the reputation of KPU
- Degree to which the proposal enhances teaching and learning at KPU
- Degree to which proposal involves collaboration within and/or outside the institution
- Degree to which proposal involves opportunities for student involvement
- Degree to which proposal leads to a tangible outcome, e.g. change of business practice, publication, etc.
- Degree to which proposal has potential for high impact
- Degree to which proposal has potential to develop areas of existing or emerging institutional strength and excellence
- Degree to which proposal builds on and contributes to the development of existing programs
- Degree to which proposal involves and provides training in research for KPU students
- Degree to which proposal has potential to attract external funding, and/or utilize funds from another source

APPLICATION PROCESS

A call for applications will be issued by the Provost's Office twice per fiscal year, June 1 and Oct 1.

All complete applications received by the posted deadline will be considered for funding.

The Selection Panel may, under special circumstances and at the request of the Provost, entertain proposals other than at a set call date.

Applications should include the following information:

- A brief description of the activity
- A description of how the proposal reflects, sustains and accelerates the goals of KPU's Academic Plan 2018 and furthers the institution's polytechnic university mandate
- Total Budget Request, including all associated estimated costs and expected revenue from all sources, including other KPU units
- A confirmation of support (financial, in-kind and/or letter of support) from the Dean.
- An indication whether the funding is being sought to leverage other support
- A description of anticipated outcomes of the proposal
- A communication plan

Applications will be reviewed by a CCF Committee (See *Creative Capital Fund Committee Terms of Reference*.) assembled by the Provost. The committee will make recommendations to the Provost who is responsible for the final approval of applications, allocation and release of funds.

The final decision will be communicated to applicants within six weeks after the submission deadline date.

OTHER GUIDELINES

Applications may be approved for activities that occur in subsequent fiscal year(s). Activities that extend over multiple years are subject to the requirement to demonstrate suitable progress (or completion of an identified phase of the activity) on the application approved. Failure to comply will result in denial of committed funds.

While successful applicants may be considered for renewals or new proposals the Creative Capital Fund aims to support as many different eligible projects from the KPU community.

Although individual proposals will be considered, proposals that involve multiple units and that cross disciplinary boundaries are particularly encouraged.

All proposals must include a letter of support from the appropriate Dean.

An interim and final report (within one month of completion of the project) detailing activities and outcomes must be submitted to the CCF Committee and will be reported to Senate and the Board. (See *Creative Capital Fund Interim and Final Report*)