

IS APR

Technical Assistance

March 25, 2021

Office of Postsecondary Education



Higher Education Programs
Institutional Service

Agenda

- Welcome – Beatriz Ceja & Sheryl Wilson
- APR – Jason Cottrell, Nemeka Mason, James Laws
 - Sections 1-5
 - Activities, Objectives, and Performance Measures
- Q&A

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Higher Education Programs
Institutional Service

APR Section 1

Section 1: Executive Summary

All questions are limited to 1500 characters or less (approximately 250 words) unless otherwise stated. Keep in mind that all questions, unless otherwise stated, pertain to the reporting period indicated above.

1. The goals of Titles III, V, and VII grants are to strengthen an institution's capacity to serve low-income and minority students. Use the following questions to summarize how your grant is enabling your institution to fulfill the legislative intent of the Titles III, V, or VII program during the most recently completed grant period.

You have 1500 character(s) left.

1a. Summarize the impact your institution's Titles III, V, or VII grant has had on enrollment this year.

APR Section 3

Section 3A

Section 3B

Section 3C

Section 3D

Grant Activities

Note: You must answer all questions in order to submit your report.

Number of Grant Activities: **0**

Grantees should report on the status of their objective (as stated in their application). Please provide the information requested for each objective in the following table. In the narratives for this section please address the quality of the change (positive or negative).

+ Add an Activity

Continue to Section 3C

APR Section 3

- **Grant Activities** – The intended development, implementation, or restructuring of project, programs, or services. Grant activities may have multiple interconnected objectives designed to increase the success of projects, programs, and services.

- Increase Student Success and Student Supplemental Instruction Programs

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APR Section 3

- **Objective** – The plan to affect change within an activity. Applicants develop objectives within their grant applications with the goal to achieve change within the institution. There may be multiple project objectives for each grant activity.
 - Increase Student Success and Student Supplemental Instruction Programs
 - Increase the number of students eligible for admission to the XYZ Program by 10% by May 31, 2020
 - Increase the number of students eligible for admission to the XYZ Program – Level II by 10% by May 31, 2020

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APR Section 3

- **Performance Measure** – Any quantitative indicator, statistic, or metric used to gauge GPRA, project, or performance. There may be multiple performance measures associated with each project objective.
 - Increase Student Success and Student Supplemental Instruction Programs
 - Increase the number of students eligible for admission to the XYZ Program by 10% by May 31, 2020
 - *Number of students passing Course 101 will increase from 50 to 75 in December 2019*
 - *Number of students eligible for TEST ABC will increase from 40 to 55 by March 2020*
 - Increase the number of students eligible for admission to the XYZ Program – Level II by 10% by May 31, 2020
 - *Number of students passing Course 101 will increase from 10 to 12 in December 2019*
 - *Number of students eligible for TEST ABC will increase from 20 to 25 by March 2020*



APR Section 3

Grant Activities - Decrease the time through Supplemental Instruction (non-credit) Courses into introductory college-level Math and English; baseline of 1.5 years of non-credit course work

Objective & Performance Measure

1. Conduct a six-week Summer Bridge Program (SBP) that enrolls 100 students during initial year
 1. 50% of enrollees will be students from local school district
 2. 60% of students who complete all four weeks will test at least one level higher in English
 3. 45% of students who complete all four weeks will test at least one level higher in Math
 4. 65% of SBP 2021 enrollees will register and enroll in Fall 2021 courses
 5. 40% of SBP 2021 enrollees will register and enroll in Spring 2022 courses
2. Conduct a three-week Winter Bridge Program (WBP) that enrolls 30 students during initial year
 1. 40% of enrollees will be students from local school district
 2. 40% of students who complete all four weeks will test at least one level higher in English
 3. 25% of students who complete all four weeks will test at least one level higher in Math
 4. 65% of WBP enrollees will register and enroll in Spring 2022 courses
 5. 40% of WBP enrollees will register and enroll in Fall 2022 courses

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APR Section 3

Grant Activity

Activity Description:
Please enter the name of your Activity followed by a brief description of it.

You have 1500 character(s) left.

Note: You must add at least one objective and one performance measure for every activity in order to submit your report.

Section 3ASection 3BSection 3CSection 3D

Grant Activities

Note: You must answer all questions in order to submit your report.

Number of Grant Activities: 0

Grantees should report on the status of their objective (as stated in their application). Please provide the information requested for each objective in the following table. In the narrative for this section please address the quality of the change (positive or negative).

Grant Activity

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You have 1500 character(s) left.

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Objective

Objective Description:
Please enter the name of your Objective with a brief description of it, including data and references to goals stated in your application as appropriate, to document the work towards this objective during the current reporting period. Please include any unexpected results, and any details necessary to fully describe the current objective status as appropriate (e.g., updated completion data, whether a change in objective was approved by the Program Office, why objective will not be achieved, etc.).

You have 1500 character(s) left.

Objective Status: On schedule ?

Performance Measure

Performance Measure Description: ?
Please enter the name of your Performance Measure followed by a brief description of it, including (a) how you will know you've accomplished the Objective, and (b) what is the evidence of that accomplishment.

You have 1500 character(s) left.

Measure Type: ? Project Date Measured:

Frequency Measured: ?

Data Type: Raw Number Ratio

Target	Actual
<input type="text"/>	<input type="text"/>

Note: You must answer all questions above in order to save your objective & performance measure. If you have more than one performance measure for this objective, you can add it after you click Save.

CancelSave

[Continue to Section 3C](#)

APR Section 3

Objective

Objective Description:
Please enter the name of your Objective with a brief description of it, including data and references to goals stated in your application as appropriate, to document the work towards this objective during the current reporting period. Please include any unexpected results, and any details necessary to fully describe the current objective status as appropriate (e.g., updated completion date, whether a change in objective was approved by the Program Office, why objective will not be achieved, etc.).

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Objective Status: ▼ ?

Section 3ASection 3BSection 3CSection 3D

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You have 1000 character(s) left.

Measure Type: ? ▼ **Date Measured:**

Frequency Measured: ?

Data Type: Raw Number Ratio

Target	Actual
<input type="text"/>	<input type="text"/>

Note: You must answer all questions above in order to save your objective & performance measure. If you have more than one performance measure for this objective, you can add it after you click Save.

CancelSave

APR Section 3

Performance Measure

Performance Measure Description: ?
Please enter the name of your Performance Measure followed by a brief description of it, including (a) how you will know you've accomplished the Objective, and (b) what is the evidence of that accomplishment.

You have 1500 character(s) left.

Measure Type: ? **Date Measured:**

Project 📅

Frequency Measured: ?

Data Type: Raw Number Ratio

	Target	Actual
	<div style="border: 1px solid #ccc; height: 25px; width: 100%;"></div>	<div style="border: 1px solid #ccc; height: 25px; width: 100%;"></div>

Note: You must answer all questions above in order to save your objective & performance measure. If you have more than one performance measure for this objective, you can add it after you click Save.

Section 3ASection 3BSection 3CSection 3D

Grant Activities

Note: You must answer all questions in order to submit your report.

Number of Grant Activities: 0

Grantees should report on the status of their objective (as stated in their application). Please provide the information requested for each objective in the following table. In the narrative for this section please address the quality of the change (positive or negative).

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You have 1000 character(s) left.

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You have 1000 character(s) left.

Objective Status: On schedule 📅 ?

Performance Measure

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You have 1000 character(s) left.

Measure Type: ? **Date Measured:**

Project 📅

Frequency Measured: ?

Data Type: Raw Number Ratio

	Target	Actual
	<div style="border: 1px solid #ccc; height: 25px; width: 100%;"></div>	<div style="border: 1px solid #ccc; height: 25px; width: 100%;"></div>

Note: You must answer all questions above in order to save your objective & performance measure. If you have more than one performance measure for this objective, you can add it after you click Save.

CancelSave

[Continue to Section 3C](#)

Number of Grant Activities: 1

Grantees should report on the status of their objective (as stated in their application). Please provide the information requested for each objective in the following table. In the narratives for this section please address the quality of the change (positive or negative).

[+ Add an Activity](#)

Add a new Grant Activity

Grant Activity 1/1

[Edit Activity](#)

[Expand Activity](#)

Tutoring: outreach to students to help them with their studies....

Objective 1/1

[Edit Objective](#)

[Expand Objective](#)

Improve student performance. Help students improve grades and information retention....

Performance Measure 1/1 :Improve Grades by at least one letter after one semester of tutor...

[Edit Measure](#)

[Expand Measure](#)

[+ Add Another Performance Measure](#)

Add another Performance Measure *to this Objective*

[+ Add an Objective and Performance Measure to Grant Activity 1](#)

Add another Objective *to this Activity*

**Each activity requires at least one objective and one performance measure. When you enter an objective, you will be required to enter at least one performance measure in order to save your information.

Number of Grant Activities: 1

Grantees should report on the status of their objective (as stated in their application). Please provide the information requested for each objective in the following table. In the narratives for this section please address the quality of the change (positive or negative).

[+ Add an Activity](#)

Grant Activity 1/1 [Edit Activity](#) [Expand Activity](#)

Tutoring: outreach to students to help them with their studies....

Objective 1/1 [Edit Objective](#) [Expand Objective](#)

Improve student performance. Help students improve grades and information retention....

Performance Measure 1/1 :Improve Grades by at least one letter after one semester of tutor... [Edit Measure](#) [Expand Measure](#)

[+ Add Another Performance Measure](#)

[+ Add an Objective and Performance Measure to Grant Activity 1](#)

****Each activity requires at least one objective and one performance measure. When you enter an objective, you will be required to enter at least one performance measure in order to save your information.**

Expand this Activity to view its details

Expand this Objective to view its details

Expand this Performance Measure to view its details

Grant Activity 1/1

Edit Activity

Expand Activity

Tutoring: outreach to students to help them with their studies....

Objective 1/1

Edit Objective

Collapse Objective

Objective Description:

Please enter the name of your Objective with a brief description of it, including data and references to goals stated in your application as appropriate, to document the work towards this objective during the current reporting period. Please include any unexpected results, and any details necessary to fully describe the current objective status as appropriate (e.g., updated completion date, whether a change in objective was approved by the Program Office, why objective will not be achieved, etc.).

Improve student performance. Help students improve grades and information retention.

You have 1416 character(s) left.

Objective Status:

On schedule



Performance Measure 1/1 :Improve Grades by at least one letter after one semester of tutor...

Edit Measure

Expand Measure

+ Add Another Performance Measure

The Expand button has now changed to a Collapse button

Greyed Out fields are not editable

Number of Grant Activities: 1

Grantees should report on the status of their objective (as stated in their application). Please provide the information requested for each objective in the following table. In the narratives for this section please address the quality of the change (positive or negative).

[+ Add an Activity](#)

Grant Activity 1/1

[Edit Activity](#) [Expand Activity](#)

Tutoring: outreach to students to help them with their studies....

Objective 1/1 [Edit Objective](#) [Expand Objective](#)

Improve student performance. Help students improve grades and information retention....

Performance Measure 1/1 :Improve Grades by at least one letter after one semester of tutor... [Edit Measure](#) [Expand Measure](#)

[+ Add Another Performance Measure](#)

[+ Add an Objective and Performance Measure to Grant Activity 1](#)

****Each activity requires at least one objective and one performance measure. When you enter an objective, you will be required to enter at least one performance measure in order to save your information.**

Edit this Activity

Edit this Objective

Edit this Performance Measure

Grant Activity 1/1

Edit Activity

Expand Activity

Tutoring: outreach to students to help them with their studies....

Objective 1/1

Save Objective

Delete Objective

Cancel

Objective Description:

Please enter the name of your Objective with a brief description of it, including data and references to goals stated in your application as appropriate, to document the work towards this objective during the current reporting period. Please include any unexpected results, and any details necessary to fully describe the current objective status as appropriate (e.g., updated completion date, whether a change in objective was approved by the Program Office, why objective will not be achieved, etc.).

Improve student performance. Help students improve grades and information retention.

You have 1416 character(s) left.

Objective Status:

On schedule

Performance Measure 1/1 :Improve Grades by at least one letter after one semester of tutor... Edit Measure Expand Measure

+ Add Another Performance Measure

Save button

Cancel button

Delete button

Now you may edit this field

APR Section 4

Section 4: Legislatively Allowable Activities (LAAs)

Enter the funds expended on this activity as appropriate in the LAA table. This process will show how the funds used to carry out the grant activity relate to each of the activities that are allowed under the law.

How should I distribute the spending among the LAAs?

Instead of grouping expenditures by the standard budgetary line items this step asks you to think of activity expenses in a different way. We want you to group the expenditures according to the intent of the legislation. The specific activities expressed in the legislation should serve as the framework for the distribution of activity expenses—do your best to adopt your specific expenses with existing LAAs, but if none adequately capture your activity, you may add a category at the bottom of the table in the "Other" category. Remember that we are trying to aggregate expenses across many projects, so adhering to the LAAs to the greatest extent possible assists our program analysis.

The system will total the numbers you enter into each LAA category and display it at the bottom of the page.

Click the Edit button next to each Activity. If you need to add new Activities, go to Section 3B.

Grant Activity	LAAs	Total Dollars Spent	
Grant Activity 1: Tutoring; outreach to students to help them with their studies.	<u>LAAs:</u>	\$0.00	Edit
Total Dollars Spent on All Activities			\$0.00

[Continue to Section 5](#)

APR Section 4

Click the Edit button next to each Activity. If you need to add new Activities, go to Section 3B.

Grant Activity	LAAs	Total Dollars Spent	
<u>Grant Activity 1:</u> Tutoring: outreach to students to help them with their studies.	<u>LAAs:</u>	\$0.00	Edit
Total Dollars Spent on All Activities			\$0.00

[Continue to Section 5](#)

APR Section 4

Grant activity 1:

Tutoring; outreach to students to help them with their studies.

Distribute the funds spent on this activity according to the appropriate Legislatively Allowable Activity (LAA). If no LAA adequately captures all or part of your activity expense, you may add a category at the bottom of the table in "Other" category.

Note: You must put a dollar amount in at least one LAA category.

LAA Category [Note: All listed activities are directly from legislation.]	Dollars Spent
Purchase, rental, or lease of scientific or laboratory equipment for educational purposes, including instructional and research purposes.	\$ 25,000
Construction, maintenance, renovation, and improvement in classrooms, libraries, laboratories, and other instructional facilities.	\$
Support of faculty exchanges, faculty development, and faculty fellowships to assist in attaining advanced degrees in the field of instruction of the faculty.	\$
Purchase of library books, periodicals, and other educational materials, including telecommunications program materials.	\$
Support for low-income postbaccalaureate students including outreach, academic support services, mentoring, scholarships, fellowships, and other financial assistance to permit the enrollment of such students in postbaccalaureate certificate and postbaccalaureate degree granting programs.	\$
Funds management, administrative management, and acquisition of equipment for use in strengthening funds management.	\$
Academic tutoring, counseling, and student support service programs designed to improve academic success.	\$

APR Section 4

Click the Edit button next to each Activity. If you need to add new Activities, go to Section 3B.

Grant Activity	LAAs	Total Dollars Spent	
<p><u>Grant Activity 1:</u></p> <p>Tutoring: outreach to students to help them with their studies.</p>	<p><u>LAAs:</u></p> <ul style="list-style-type: none">• Purchase, rental, or lease of scientific or laboratory equipment for educational purposes, including instructional and research purposes. <u>Dollars Spent: \$25,000.00</u>• Support for low-income postbaccalaureate students including outreach, academic support services, mentoring, scholarships, fellowships, and other financial assistance to permit the enrollment of such students in postbaccalaureate certificate and postbaccalaureate degree granting programs. <u>Dollars Spent: \$15,000.00</u>	\$40,000.00	Edit
Total Dollars Spent on All Activities		\$40,000.00	

[Continue to Section 5](#)

APR Section 5

Section 5: Institutionalization

What are your institution's plans to institutionalize or assume the costs incurred from the projects and activities created from this grant? The desire is for there to be continuity in the work begun by this grant and the work that is done in the future. Detail your plans to accomplish that goal.

Note: You must answer all questions in order to submit your report.

1. The activities you entered in Section 3 should appear in the table below. Describe your institutionalization plan for each activity, and list the approved line item(s), and financial cost.

We recognize that data related to institutionalization may not be available during the current reporting period. Please contact your Program Officer if you have questions about completing this section.

Grant Activity	Details
<p>Grant Activity 1 Tutoring: outreach to students to help them with their studies.</p> <p>Financial Cost (\$)</p> <input data-bbox="236 1003 1039 1062" type="text"/>	<p>Approved Line Items</p> <input data-bbox="1116 903 1875 1015" type="text"/> <p><i>You have 1500 character(s) left.</i></p> <p>Institutionalization Plan</p> <input data-bbox="1116 1150 1875 1262" type="text"/> <p><i>You have 1500 character(s) left.</i></p>

Question and Answer

Office of Postsecondary Education



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