



Call for Project Proposals: Special Project Funding (SPF) Program

The BC Council on Admissions & Transfer (BCCAT) encourages the development of flexible and innovative transfer arrangements among BC post-secondary institutions. BCCAT recognizes that there may be constraints on transferring credit, and seeks to minimize transfer-related inequities and difficulties faced by students and institutions. Additionally, there may be transfer-related issues that are specific to particular academic disciplines.

The Special Project Funding (SPF) program provides funding for articulation committees to conduct research into issues affecting transfer and articulation in their discipline(s), or to develop new types of transfer agreements. The SPF program replaces BCCAT's Transfer Innovations (TI) funding program that operated from 2000 to 2019, and the Articulation Committee Project (ACP) funding program that operated from 2019 to 2022.

The Transfer & Articulation Committee (TAC) of BCCAT invites research proposals for Special Project Funding in 2023-24.

ELIGIBLE PROJECTS

Proposals will be accepted for projects that address a transfer-related issue relevant to the committee, and/or that result in an improvement in transfer opportunities for students in the committee's discipline(s). The articulation committee must commit to the ongoing maintenance of any new or revised transfer agreements resulting from the project.

The total funding available for SPF projects in the 2022-23 fiscal year is \$15,000. Applications may be submitted for projects costing less than \$15,000.

Project applications will be accepted as long as funding is still available in that fiscal year (April 1 – March 30). Once TAC has approved the total SPF amount for that fiscal year, no further applications will be accepted that year. BCCAT will notify articulation committees if or when all funding for the year has been allocated.

Projects that are *not* eligible for SPF funding include:

- Maintenance or updating of existing transfer agreements, e.g. “cleaning up” transfer information currently listed in the BC Transfer Guide
- Research that is more appropriately funded or supported by BCCAT's Research



Committee or Admissions Committee (other BCCAT calls for research proposals are posted at <https://www.bccat.ca/projects/call>)

- Projects sponsored by an articulation committee that BCCAT currently does not support, or from other types of organizations

It is expected that projects will be completed within one calendar year of the project contract being signed.

HOW TO APPLY

Proposals are submitted by the individual who will act as the project contractor and will be responsible for work on the project. The application must be supported by an articulation committee or committees.

More than one articulation committee can participate in a project proposal, but the maximum amount of funding for a single project will be \$15,000 regardless of the number of articulation committees involved.

Project contractors must read the [BCCAT Contractors' Guide](#) before completing and submitting a proposal. Proposals must be submitted using the form available at <https://www.bccat.ca/articulation/projects>.

Please submit proposals to Mike Winsemann, BCCAT Director, Transfer and Technology mwinsemann@bccat.ca

BCCAT strongly recommends that potential contractors consult with BCCAT staff prior to developing or submitting a proposal, to ensure that the project is feasible and that it fits the SPF mandate.

BCCAT staff will review proposals for completeness and accuracy, and may also request feedback on the project from the referees identified in the application. BCCAT staff may also request that contractors revise the proposal before it goes to TAC for adjudication.

BCCAT staff may redirect or decline to proceed with projects that do not fit the SPF funding mandate, or projects that they do not feel are feasible, without taking these project proposals to a TAC meeting. The decision to decline or redirect a proposal will be made by BCCAT staff in conjunction with the TAC Chair.

ADJUDICATION

Proposals will be adjudicated by TAC at its regular meetings. The deadline for submitting applications in time to be included in the TAC agenda package is three weeks before the TAC meeting date. TAC generally meets in September, January, and May. Meeting dates are posted at <https://www.bccat.ca/about/committees/tac>.

Contractors are encouraged to submit proposals at least four weeks in advance of the



TAC meeting agenda deadline, to allow time for referees to provide comments and for revisions to the proposal if necessary.

Applications for funding will be adjudicated by TAC on a first-come, first-served basis. Adjudications will use these criteria:

- The completeness of the application
- The quality of the content of the application, e.g. adequate description of the project and the tasks needed to complete it; a clear explanation of the project's relevance to transfer and articulation; satisfactory explanations for budget items, including justifications for rates used to calculate expenses
- The feasibility of the project timeline, including appropriate time allocations for revisions of material in response to feedback
- Appropriate qualifications of the proposed contractor, e.g. if the research involves a survey, the contractor's experience in designing and administering surveys and analyzing survey data
- Expressions of support for the project by the sponsoring articulation committee(s) and by the contractor's home institution, if the contractor is currently employed at a post-secondary institution
- The outcomes of any past research projects supported by the sponsoring articulation committee(s)
- The outcomes of any past research projects conducted by the proposed contractor
- The feasibility of the plans for ongoing maintenance of any new or revised transfer agreement resulting from the project
- The comments by the referees asked to assess the project
- BCCAT staff's recommendation for or against funding the project

Project funding may be granted by TAC with conditions, e.g. with changes to the proposed budget or to the proposed scope of the project.

FURTHER INFORMATION

For further information about applying for SPF funding, please contact Mike Winsemann, BCCAT Director of Transfer and Technology, at mwinsemann@bccat.ca .