

## Puma Innovation Grant

### Mission

The Puma Innovation Grant is designed to encourage all PVCC employees who have new and innovative ideas to help the College in solving current challenges or to achieve current goals and priorities during the current fiscal year. Even if the applicant will not be the person executing his/her proposal. Employees can share their innovations and ideas by submitting them on the *New Innovation Idea* form available on the [Puma Innovation Grant](#) website.

All submitted *New Innovation Idea* forms will be reviewed by the PVCC Executive Team or designees, and if approved, a Sponsor will move the proposal forward. The approved/sponsored Innovation Ideas will be made available to the campus community on the [Puma Innovation Grant](#) website. Employees who have interest or would like to collaborate with others can apply for Puma Innovation Grant funds for projects which advance these innovation ideas. Employees should obtain a written approval from their supervisor, Chairs or VP prior to applying for Grant funds. Employees will use the SPOL system to submit the Grant budget request. The Puma Innovation Grant can be funded with one-year or two-year term.

### Puma Innovation Grant Process

1. All employees can submit their new and innovative ideas to help the College in solving current challenges or to achieve current goals and priorities during the current fiscal year.
2. The PVCC Executive Team or designees review all new Innovation Ideas and select those to adopt.
3. Approved Innovation Ideas are posted on the Puma Innovation website and uploaded into the SPOL.
4. Employees are able to review and select an approved/sponsored Innovation Idea to design a project and apply for Puma Innovation Grant funds.
5. Employees must discuss and obtain a written approval from their supervisor/chairs/VP for working on the selected Innovation Idea project.
6. Employees use SPOL to create and update the Planning Form with specific timelines to archive the project and submit a budget request. Contact Dr. Huu Hoang for instruction of this step and SPOL training.
7. The PVCC Executive Team reviews the budget requests and make decisions on the budget applications.
8. The project manager, who submits the budget request, will receive a notification on the decision on their application within 2 weeks.
9. The project manager uses the SPOL system to submit a Mid-Year Project Report in January and a Final Project Report in July.
10. Final project reports will be made available on the Puma Innovation Grant website and the SPOL system for review by the campus community.

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### FY19 Puma Innovation Grant Goals

- Puma 1. Increasing the number of prospective students through alignment of high school programs with PVCC program offerings and/or targeting other new cohort groups
- Puma 2. Increasing student enrollment and retention through strategic course scheduling, sequencing, and degree mapping
- Puma 3. Increasing student persistence, retention and completion through intentional and impactful interventions that are related to a component of the Puma Pathway (Prepare, Engage, Commit, Complete, Thrive)
- Puma 4. Increasing organizational and operational effectiveness through the introduction of innovative practices