

# IRA 2019-2020 - New Program Application

---

1. Program Title

---

2. Contact information for individual submitting the application (Program Lead/Advisor)  
Name and Department

---

3. Email Address for individual submitting the application

---

4. Phone number for individual submitting the application (please utilize the following format:  
707-664-XXXX)

---

5. Department Chair/Director

---

6. Has your Department Chair reviewed and approved this program as outlined on this  
application?

---

7. VP/Dean

---

8. Has your VP/Dean reviewed and approved this program as outlined on this application?

---

9. What type of funding request is this?

One-Time (1 year)

On-Going (up to 5 years)

---

10. What is the requested duration?

1 year

2 years

3 years

4 years

5 years

---

11. Full Budget Request (Must enter a number in each field. Please enter "0" where no funds are requested and please confirm that Total Amount Requesting is the sum of all categories.)

- Honoraria
- Speaker/Performer Fees
- Student Assistant Wages
- Travel (student only)
- Supplies
- Hospitality
- Printing/Copying
- Advertising/Publicity
- Events (space rental, etc.)
- Other
- Total Amount Requesting (please verify total)
- Please describe Expenses considered "Other." If none, enter NA

---

12. How does this program meet IRA eligibility requirements? (Please limit response to 1500 characters.)

---

13. What is the program mission? (Please limit response to 1500 characters.)

---

14. What is the primary Instructional Related Activities Category for this program?

- Intercollegiate Athletics
  - Radio, Television, or Film
  - Music and Dance Performance
  - Theater and musical productions
  - Art Exhibits
  - Publications
  - Forensics
  - Other Activities
- 

15. If "Other Activities," please define Instructional Related Activities Category "Other Activities." (Please limit response to 500 characters.)

---

16. What are the program's learning objectives and outcomes? (Please limit response to 1500 characters.)

---

17. What are the program's direct benefits to students? (Please limit response to 1500 characters.)

---

18. Approximately how many students will this program serve (including student employees, if applicable)?

---

19. What is the primary course offering that your program will align with and/or contribute to?  
Course Number and Title (ENGL 201: Literary Analysis: Seminar)

---

20. If applicable, please add any other courses that your program will impact.

---

21. Annual assessments will be required and, at a minimum, should include the following information: 1) show how the program was designed to be essential to a quality educational program and an important instructional experience for any student enrolled in the program; 2) how many students the program served; and 3) detailed financial breakdown of requested funds, including projected year-end balance for current fiscal year. Please describe how the program will be assessed. (Please limit response to 1500 characters.)

---

22. New programs are required to provide a ten minute presentation to the IRA Committee. The IRA Committee will be scheduling presentations on the following date: Friday, December 7, 2018 between 9-10am. Please indicate if you are available on this date.

Yes

No

---