Note: The original proposal included fringe benefits; the salaries listed below do not.

While the Scholarships@UW-Madison Leads Group still feels that five full-time positions remains the best option for the project, we are reducing our request to three (3) positions. Maintenance and improvements to the system would still be possible with this staffing level, albeit at a slower pace. We may seek additional changes in management of the project in the future to achieve the same level of service and support envisioned in the full proposal.

The Leads Group has determined that 3 positions provides adequate technical and user support for the system, including providing adequate back up during sick leave, vacation, furloughs, etc. Dropping below this staffing level (for instance, to one Programmer and one Business Analyst) is, of course, preferable to no positions but would leave the system potentially unsupported at times and would allow only for the most critical patches, upgrades, and bug fixes – further improvements to the system would need to be completely funded from other sources.

These three (3) positions are:

Lead Programmer (New 1.0 FTE)
   Plan and lead development work; assign work to programmer; manage bug cases; identify development barriers and work to resolve them as quickly as possible; develop timelines; report to manager; assist in hiring students for testing and development; work with functional analysts to coordinate testing; assist in project planning. *Estimated annual cost: $86,000*

Programmer (New 1.0 FTE)
   Develop enhancements; fix bugs; perform initial testing of enhancements and bug fixes; provide first-line support for system problems; research and analyze options for technical solutions; guide and mentor student developers; integrate system with other systems; work with DoIT staff on infrastructure, LDAP, and portal. *Estimated annual cost: $69,000*

IS Business Auto Senior (New 1.0 FTE)
   Business analyst; coordinate school, college and department implementations (training, assistance with setup, support); develop training materials and documentation; coordinate support with DoIT HELP Desk support and manage cases; manage testing through each release; monitor bug cases; assist with project planning; provide demonstrations; supervise student employees; manage Public Website; responsible for maintenance calendar updates; leading user group meetings; participating in business analysis. *Estimated annual cost: $55,000*

TOTAL COST and REQUEST: $210,000
Three of the core goals of Scholarships@UW-Madison are:

- Assisting first generation students in accessing available campus funding. First generation students and their parents do not have any experience with financial aid at the college level. Having one system for them to use to apply for campus scholarships will be invaluable.
- Getting the scholarship money into the hands of students more quickly.
- Increasing efficiencies on campus by offering an electronic, online system for both students and scholarship officers. Able to provide scholarship information to campus.

Thank you once again for your additional consideration.

Contact person: Jim Buske, 333 East Campus Mall, #9701, james.buske@finaid.wisc.edu, 263-1364.
Madison Initiative for Undergraduates (MIU) Grant Proposal

<table>
<thead>
<tr>
<th>Contact Person:</th>
<th>Jim Buske</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Information:</td>
<td>333 East Campus Mall, #9701, Madison, Wisconsin 53715 608-263-1364 <a href="mailto:james.buske@finaid.wisc.edu">james.buske@finaid.wisc.edu</a></td>
</tr>
<tr>
<td>Proposal Title:</td>
<td>The Common Scholarship Application (CSA) – Scholarships@UW-Madison</td>
</tr>
<tr>
<td>Amount Requested:</td>
<td>$397,542 annually to fund five (5) permanent positions to support the Common Scholarship Application on a continuing basis.</td>
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<tr>
<td>Abstract:</td>
<td>The Common Scholarship Application (CSA) is an innovative system that provides a single entry point for undergraduate scholarship applications. This proposal requests long-term funding to ensure the maintenance and success of this system that is making increased affordability of a UW-Madison education a reality. The request is to fund five (5) permanent FTE positions annually to support the Common Scholarship System, technically, functionally and administratively. It is anticipated that this “unit” will be housed in the Division of Enrollment Management as part of the Office of Student Financial Aid (OSFA). This would continue to be a collaborative effort with DoIT. It is expected that all undergraduate schools and colleges will be using the online application by the end of 2010. In addition, CSA is in the process of adding individual academic departments to the system, resulting in close to one hundred additional users. The goal is to have all institutional, undergraduate scholarships available for online applications by that time. This will ensure that schools, colleges and departments on campus have the information they need to make the best decisions possible as to who should receive a scholarship. A fully functioning and maintained CSA system would ensure that undergraduate campus scholarships are equally accessible to all students through a tool that makes finding and applying for these scholarships time effective and painless. This access will help all students who are attempting to find the means to make an education from the UW more affordable.</td>
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Identify the problem that this proposal will address

MIU Goals #1 & 3:
1) Preserving affordability of a UW-Madison education, primarily through expansion of need-based aid.
3) Expand best practices and innovation in......student services in order to enhance student outcomes.

Scholarships, many of which have a need-based component, assist in preserving the affordability of a UW-Madison education. However, in order for prospective recipients to apply for a scholarship, they must know that they exist and have a convenient way to apply. Due to the decentralized nature of our campus, navigating the maze of campus scholarship applications could be a daunting task. Prior to the CSA system
there was no central location to find information about all the scholarship opportunities available on the UW-Madison campus. This is especially true for first-generation students. There is no support system in place to help these prospective and current first-generation students understand the complex financial aid system, especially how to obtain information on and apply for scholarships.

The Common Scholarship Application (CSA), which is known publicly as Scholarships@UW-Madison, is helping thousands of prospective, admitted and continuing students navigate that maze: soon all prospective recipients will be able to search for scholarships, be matched with those for which they may be eligible, and apply for them on-line. Plus scholarship officers can more easily find qualified applicants and evaluate them quickly.

The CSA project was conceived in mid-2007 with the support of school and college deans, the Division of Enrollment Management (DEM), the Office of Student Financial Aid (SFA) and the Division of Information Technology (DoIT). With assistance from campus administration, DEM and SFA invested over $1,000,000 in the requirements discovery, system design, and software development effort. By listening to the requirements of students and scholarship officers, and by expanding on the best practices of the undergraduate schools and colleges, we collaboratively created a technical foundation for a powerful and innovative software system that will help make UW-Madison more affordable for undergraduates and our campus more attractive to high-achieving students, particularly those with financial need.

From the beginning, the focus of the CSA project has been on the student. With a campus as large as UW-Madison there is always the very real possibility that information crucial to the success of a student’s college career will be lost. The importance of the CSA project lies in its ability to get information vital to a student’s success to the student in an easy-to-access format. With the help of this grant, the improvement and maintenance of this system can be ensured for years to come.

In September of 2009, CSA delivered a public web site, Scholarships@UW-Madison, which provides information on all of the scholarships available within the undergraduate schools & colleges. Scholarships@UW-Madison provides scholarship information for anyone with internet access, including prospects, admission applicants, parents and students. CSA also delivered an innovative, on-line scholarship search and application process for sophomore, juniors and seniors in the College of Letters & Science and freshmen admission applicants to the College of Engineering. **To date, over 5,000 applications for scholarships have been received through CSA.** The College of Letters & Science has seen the processing time for applications fall from three to four weeks to 2 days. L&S also reports that the number of freshmen applications has increased two hundred percent. This increase is exactly the result that was expected when the CSA project was started – more prospective and current students having access to the application process.

By October 2010, the CSA team delivered:

- A public website where students, parents and the general public can view information for over 500 campus scholarships (www.scholarships.wisc.edu)
- A secure, on-line web-based system for the schools and colleges to maintain the data about their scholarships
- A secure, on-line web-based system for students which:
process available to any and all students on campus.

As we complete the work we committed to with the original MIU grant money, we need to ensure that CSA will continue to be available to all UW-Madison undergraduate students and their parents. It also needs to be available to all of the scholarship offices across campus that have come to rely on CSA for enabling them to effectively award their scholarship funds. The most effective and sustaining way to ensure the continued stability and endurance of CSA is to receive this MIU grant. Without the MIU grant, the future of the CSA project is cloudy with no assurance of further support from any other area of the UW administration. The termination of the CSA project would be a blow to making the scholarship application process available to any and all students on campus.
Metrics & Timelines to Evaluate Project Success
Progress for the support of CSA will be measured, demonstrated and reported as follows:

- Continued development and support of new features and functionality to enhance collaborative efforts, such as recruitment with the Undergraduate Department of Admissions or integration with aspects of the UW Foundation system.
- Continued support of the scholarships cycles of all schools, colleges, and departments, including new implementations of departments and units who are not live in CSA by August of 2011.
- Undergraduate schools, colleges and departments continue to use the CSA system for scholarships.
- Continue to evolve the delivery mechanisms to meet technology advances and to stay relevant with the expectations of the user community, such as mobile applications.
- Resolve issues in the CSA system within a designated timeframe.
- Perform necessary upgrades and maintenance as required to accommodate framework and external system changes.

For New Hires, Describe the Pro-active Steps that will be used to Identify and Recruit a Diverse Pool of Candidates
In order to ensure a diverse pool of candidates for the new positions, we plan to:

- Work with a consultant trained in diverse hiring practices within the Division of Enrollment Management
- Promote the positions available in local minority publications, such as ‘The Madison Times’, ‘La Comunidad’, ‘Capital City Hues’, and ‘Asian Wisconsin’
- Send job announcements to the Urban League of Madison and Centro Hispano
- For classified positions, we will recruit through pre-established protocols that are used to increase the diverse pool of applicants
- Comply with all the formal recruitment procedures as mandated by the Office of State Employee Relations

Additionally, using diverse hiring practices has always been a demonstrated practice of Division of Enrollment Management. And it has always been the practice of DEM to provide reasonable accommodation for applicants with disabilities.

Campus Collaboration
Collaboration is at the core of the Common Scholarship Application. CSA has been a campus-wide collaborative project since its inception in August 2007. It began with four of the undergraduate school and colleges: the College of Letters & Science, the School of Nursing, the College of Agricultural & Life Sciences, and the School of Education. The project also included the Undergraduate Academic Awards office, the Division of Information Technology, the Office of Student Financial Aid, and the Division of Enrollment Management. The participants met for a year to gather business requirements, which were used in writing the software specification. Later, additional schools and colleges joined the project: the School of Business, the School of Human Ecology, and the College of Engineering

Collaboration ensured that software system design was flexible enough to meet the needs of the schools and colleges that originally worked together. The MIU Grant funding received allowed us to extend that
collaboration and complete the requirements, making it possible for departments on campus to begin to use and benefit from the system. Long term funding will, most importantly, allow us to ensure that CSA is maintained and supported; but it will also ensure that the system will continue to evolve, advance and exceed the technology expectations of the students.

**Budget**

In order to keep CSA timely and relevant for all schools, colleges and departments, we are requesting **5.0 permanent FTE’s** to support ongoing development and customer support. Note: the estimated cost figures for OSFA positions include salary. Estimated cost figures for DoIT positions reflect current hourly billing rates.

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibilities</th>
<th>Estimated Annual Cost</th>
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<tbody>
<tr>
<td><strong>Lead Programmer</strong> (DoIT – New 1.0 FTE)</td>
<td>Plan and lead development work; assign work to developer; manage bug cases; identify development barriers and work to resolve them as quickly as possible; develop timelines; report to manager; assist in hiring students for testing and development; work with functional analysts to coordinate testing; assist in project planning</td>
<td>95,140</td>
</tr>
<tr>
<td><strong>IS Business Auto Senior</strong> (OSFA/DEM – New 1.0 FTE)</td>
<td>Product Manager; business expert; coordinate school/college and department implementations (training, assistance with setup, support); develop training materials and documentation; coordinate with DoIT HELP Desk support; develop test scripts and manage testing through each release; monitor bug cases; assist with project planning; provide demonstrations; supervise student employees; manage Public Website</td>
<td>63,538</td>
</tr>
<tr>
<td><strong>Programmer</strong> (DoIT - New 1.0 FTE)</td>
<td>Develop enhancements; fix bugs; perform initial testing of enhancements and bug fixes; provide first-line support for system problems; research and analyze options for technical solutions; guide and mentor student developers; integrate system with other systems; work with DoIT staff on infrastructure, LDAP, and portal</td>
<td>86,022</td>
</tr>
<tr>
<td><strong>IS Business Auto Analyst</strong> (OSFA/DEM – New 1.0 FTE)</td>
<td>Assistant to Product Manager; test functionality and security; manage DoIT Help Desk cases; answer questions from students and scholarship officers; track issues; assist with writing of training documentation.</td>
<td>61,086</td>
</tr>
<tr>
<td><strong>Manager</strong> (OSFA/DEM – New 1.0 FTE)</td>
<td>Oversee the daily operations of CSA; set goals and objectives; serve as liaison with all schools/colleges/departments and offices on campus; responsible for training; create and maintain a project plan; manage resources; lead business analysis efforts &amp; document results; document product releases; coordinate hiring efforts; create budget and approve expenditures; provide CSA oversight and project customer support; market CSA; keep campus community informed about CSA.</td>
<td>91,756</td>
</tr>
<tr>
<td><strong>Total – 5.0 FTE</strong></td>
<td><strong>Annual Cost</strong></td>
<td><strong>$397,542</strong></td>
</tr>
</tbody>
</table>
While we recognize the scale of funding requested ($397,542) is high, it is important to all undergraduates (and eventually professional schools as well) on campus that we maintain the CSA system and its support functions to meet the needs of all the schools, colleges, and departments. The continuance of the development and support of the CSA system will help insure that all students have equal knowledge of, and access, to the scholarships available on the UW campus.

With this investment, we will be able to serve the purpose of CSA: to help preserve affordability of a UW-Madison education. This will be accomplished by maintaining a software system that will innovatively and efficiently allow undergraduate students and applicants for admission to search and apply for scholarships on campus and expand best practices for all undergraduate schools and colleges. The students attending school at this campus deserve the best system to ensure they have access to the funds needed to make their academic career a success.

**Letters of Reference:**

Jeffrey Hamm, Associate Dean, School of Education

Julie Stubbs, Director, Undergraduate Academic Affairs Office

Lindsay Raab, UW-Madison Student

Susan Fischer, Director, Office of Student Financial Aid
November 2, 2010

TO: Jim Buske, Financial Aid

FROM: Jeffrey Hamm, Associate Dean

RE: MIU Proposal to Support the Common Scholarship Application Project

This is to support the Round 3 Madison Initiative for Undergraduates proposal for the campus wide Common Scholarship Application project. The Common Scholarship Application has quickly become an integral part of our work around scholarships here in the School of Education and across the entire campus. The campus needs to fund CSA as an ongoing and permanent part of our student services infrastructure.

The CSA has been a tremendous asset to our undergraduates here in the School of Education. Through the CSA we have been able to publicize our substantial scholarship offerings more fully to our School of Education students. Prospective students and their parents can use the system to identify potential scholarships (available to most students once they are admitted to a professional program) and to recognize the level of alumni support for undergraduate awards and scholarships. Alumni who give scholarships can be proud of the way these offerings are widely publicized to current and prospective students.

Several years ago our School moved to its own electronic application for our general School of Education scholarships. The individual who developed our in-house system was involved in the CSA project in its earliest stages and thus was able to represent the School’s needs and perspectives. This made the transition from our system to the CSA relatively easy. But our School application system did not serve the departments and programs offering scholarships for specific majors. When we moved to the CSA, these users immediately saw the benefits of the system and most participated in the project right away. The two departments that did not use the CSA last year will likely do so this year. Moreover, department staff members who were CSA users for undergraduate scholarships have made a strong push for expanding CSA to include graduate fellowships and awards.

One of the strengths of the original School of Education system was its linkage to our internal scholarship notification and awarding system. The CSA project has moved quickly over the last year to develop notification and awarding modules. We are pleased to have been asked to be quite involved in the early development and implementation of these components, and we feel confident that they will meet our needs.

If you have additional questions or concerns about the School of Education’s role in or support for the CSA project, do not hesitate to contact me. Thank you.
November 22, 2010

Dear Members of the MIU Oversight Committee:

It is my pleasure to write a letter of support for the Common Scholarship Application project. I understand there is a separate letter detailing the benefits of CSA from a student perspective. In this letter, then, I will explain how CSA has helped scholarship advisors and administrators like me. The program has radically changed the workflow in my office, and allowed me to serve students better.

As director of the Undergraduate Academic Awards Office, I coordinate six campus-wide award competitions and run the campus nomination process for many national scholarships which require university endorsement. The campus-wide awards provide UW-Madison students with approximately $400,000 a year. Each of the national scholarships provides an additional $5,000 to $50,000. The UAA Office is small, with one permanent staff member (me), and two student hourly employees working a combined 15 hours a week.

Before CSA, several times a year the office would look like a photocopier exploded, with piles of applications, transcripts and letters of recommendation waiting to be matched up and delivered to the appropriate review committees. The student workers and I would spend dozens of hours on data entry, recording applicant names, emails, majors, GPAs, and then proofing the database for errors. The process was inefficient and wasteful (think of all that paper!) but there didn't seem to be a good solution. Developing an online application would have cost at least two times my yearly S&E budget. Yet, with so much time devoted to the processing of applications, I had limited availability to meet with students.

All of this changed when scholarship administrators in the schools and colleges came together to develop specifications for an online scholarship application system, under the leadership of Enrollment Management, DoIT and the Office of Student Financial Aid. The resulting tool, CSA, is flexible enough to meet the needs of vastly different scholarships and scholarship offices. The system uses ISIS data to match students with scholarship criteria (GPA, class level, financial need, etc...); producing a list of scholarships for which they are eligible. It also allows the export of selected ISIS variables for each applicant to a scholarship database, doing away with the need for (often unreliable) self-report data and a tedious data entry process. CSA automatically links a student's scholarship application to their student record and the required letters of recommendation, producing a single PDF per applicant. No more piles of paper strewn across the office. Students and recommenders alike have praised the online application system.
Current and future enhancements in functionality will make CSA even more useful. The new awarding feature provides easy submission of online forms to Financial Aid and Bursar's Office to ensure scholarship money is credited to the recipients' accounts in a timely manner. Personally, I am looking forward to the review module, which will allow members of scholarship review committees to evaluate and rank applications within the CSA system. Several professors who frequently write letters of recommendation for scholarships on CSA have remarked that they would like to upload their letters in PDF or word processing format, rather than dumping text into a text box, which often results in loss of formatting. I am pleased to tell those professors that a letter of recommendation upload feature is one of the planned enhancements.

Using CSA has drastically reduced the amount of time I devote to processing scholarship applications. This, in turn, allows me more time to meet with students. I now have more time to provide feedback on scholarship essays and personal statements, to help scholarship nominees prepare for interviews, and to offer scholarship information sessions and workshops. One of the unexpected benefits of CSA has been the creation of "scholarship community" across schools and colleges. Working on the CSA project has brought together scholarship advisors and administrators from across campus, and helped us to identify common challenges and share best practices. Thanks to this newly found community, and the gathering of scholarship information in one location on the CSA public website, I am more aware of scholarship opportunities available outside my own office, and therefore better able to advise students and make referrals to the appropriate person.

Please feel free to contact me if I can provide any additional information.

Sincerely,

Julie R. Stubbs, Ph.D.
Director, Undergraduate Academic Awards
Office of the Provost
Lindsay Raab
4. North Park Street
Madison, WI 53715

To Whom It May Concern,

It is my pleasure to write this letter to acknowledge the benefits of the new Scholarships@UW-Madison program. As a current student at UW-Madison, I can attest to the fact that the new process is both more convenient and easier to use than the original scholarship application had been in the past. With this new program, I was able to easily identify which scholarships that I qualified for by simply answering a few questions about myself and my involvement. I believe that this was quick and easy way to search for scholarships that I was able to apply for, eliminating the hassle of searching for them on my own.

I appreciated the ability to have all of the scholarship application elements, including my personal profile and resume, the recommendation letter, and my personal statements located in one place online. Because of this, I was able to begin my application, save it, and return to it at my own convenience. In addition, the faculty member who wrote my letter also greatly appreciated the online system as it simplified the process for him as well.

I believe that this system is not only beneficial to continuing students, but incoming freshmen as well. The process of applying to scholarships can be overwhelming for an entering student, as it was in my own personal experience. I believe that if this new system was in place when I was applying for freshmen scholarships, the process would have been less daunting and easier to complete.

The College of Letters and Science at UW Madison has pioneered an extremely beneficial scholarship system, and I believe it would be a great benefit to the other colleges to do so as well. In a time of financial struggle for many students, scholarships are in great demand. Unfortunately, many students do not know where to look or which ones to apply for. This system will simply the process of applying for scholarships and greatly benefit the students and the university as a result.

Sincerely,

Lindsay Raab
UW-Madison Class of 2012
Medical Microbiology & Immunology
December 6, 2010

TO: MIU Committee, Round 3
FROM: Susan Fischer

This letter is in support of the Common Scholarship Application proposal for funding from the Madison Undergraduate Initiative funds. This cross campus collaborative effort has made tremendous strides in providing a much needed common scholarship application process as well a website known as Scholarships@UW-Madison. The proposal by this energetic team goes into detail on the necessity and success of this innovative and cutting edge technology and process so I will not repeat what they have already said in the proposal. Rather I want to take this opportunity to confirm the relationship between this initiative and the Office of Student Financial Aid.

The leadership for this effort includes several staff members/leaders from the Office of Student Financial Aid. We were happy to have initiated the project and welcomed others across campus into the truly collaborative effort it has become. It feels appropriate to me that as we move forward into the completion and maintenance of the CSA, the project be housed within our office, including the programmers and business analysts that are part of this proposal. The work these professional will perform include technology not currently being used anywhere else on campus, including at DoIT; the technology is just that new. Additionally, in the future we may be able to use the talents of these staff to assist us with the implementation of mandatory federal and state financial aid programs; a win/win possibility exists in leveraging talent opportunity between the CSA project and the day to day operations in the Office of Student Financial Aid.

The budget for the Office of Student Financial Aid has been reduced substantially during the past 6 years and while I would love to say that we could absorb all of the necessary expenses of the completion and maintenance of this project, it is simply not possible. The most basic core functions that are compliancy based are barely being provided through the current annual shadow and regular budgets. Taking on this additional campus wide service for students is not a fiscal possibility for the Office of Student Financial Aid without substantial additional campus support. That said, we are committed to the success of this initiative. We are happy to share physical space with colleagues who will be focusing on the Common Scholarship Application as well as provide ancillary leadership and assistance to a cause that benefits the entire campus.

In summary, I whole heartedly support this proposal. We are so very close to having a completed, integrated, elegant and cutting edge product and process on the UW-Madison campus by which our students will apply for and be awarded institutional scholarship dollars. We cannot stop now.

Office of Student Financial Aid
Susan Fischer, Director
University of Wisconsin-Madison 333 East Campus Mall #9701 Madison, WI 53715-1382
608/263-3202 Fax: 608/262-9068 Email: susan.fischer@finaid.wisc.edu
November 29, 2010

To: Provost Paul DeLuca and the Madison Initiative Oversight Committee  
From: Joanne E. Berg, Vice Provost for Enrollment Management and Interim CIO

Proposal Submissions from the Division of Enrollment Management

It is with great pride that I submit the following proposals from the Undergraduate Academic Awards Office and from Offices within the Division of Enrollment Management, Student Financial Aid and the Registrar.

Dr. Stubbs asked that we sponsor the request from her Office of Undergraduate Academic Awards as she did not feel it appropriate for a proposal to come in under the auspices of the Provost’s Office. We are pleased to support her request and recommend her proposal for funding.

As a past reader of these proposals, I understand it is helpful to have the submitting unit rank their preferences. I have done so here and have also taken the opportunity to offer some brief comments about the need for support for each proposal. We appreciate your consideration of these requests and hope you agree that funding them would greatly benefit our students and our campus. Thank you for your time and commitment to the undergraduate experience at UW-Madison.

• Expanding the Hilldale Undergraduate/Faculty Research Fellowship Program

The Hilldale Undergraduate/Faculty Research Fellowship Program has long had an impact on the quality of the educational experience of many undergraduates at the university. It is a competitive, cross-campus program that gives our most talented undergraduates the opportunity to perform research and be mentored by UW-Madison faculty or staff. Funds for the Hilldale Program are housed in the Division of Enrollment Management and administered through the Undergraduate Academic Awards Office.

Expanding funding for the program will enable the campus to offer the fellowship to 100 undergraduates annually (which is, incidentally, reinstating the number awarded 10 years ago). We are pleased to support the request to increase the funding of this very important program.

• The Common Scholarship Application – Scholarships @ UW-Madison

The Office of Student Financial Aid (OSFA) continues to meet increasing demands from federal and state mandates to support undergraduates as well as successfully steward funds received through the Great People Scholarships and MIU Scholarships. All of this is done without additional resources and, in fact, with continuing cuts to our budget and to the number of FTEs available.
The mission of the Office of Student Financial Aid has traditionally been focused on need-based aid. In particular, due to a lack of need-based aid funds, the Office has necessarily focused on awarding grants and loans. However, with Chancellor Martin’s focus on achieving a more economically diverse student body along with the UW Foundation’s Great People campaign, we have found ourselves working to meet (and exceed) campus expectations for how to creatively engage schools and colleges in these efforts.

The Scholarships @ UW-Madison application brings an enormous added benefit to undergraduate students. Its overwhelming success in supporting all schools/colleges diverse scholarship opportunities helps to meet and exceed students’ expectations to find money to finance their educations. If funded, it is anticipated that this application will continue to expand and could include professional and graduate opportunities as well.

The collaborative energy around creating the common scholarship application has been overwhelmingly positive and expectations surrounding enhancements continue to grow. With the requested MIU funds we will ensure that campus-based scholarships remain accessible to our undergraduates and we will help preserve the affordability of an education at UW-Madison. Without this grant, the Division of Enrollment Management will not have sufficient funds to support the continuation of the application.

• **My Course Guide – Academic Planning Enhancements**

My Course Guide is poised to move to its next level of service to students, faculty and advisors, schools and colleges. Over the last few years, the Office of the Registrar has contributed significant time and resources to launch the Course Guide and get it to where it is today. To move to the next level of usability and access that we envision for My Course Guide, investment from the campus is vital.

The attached grant proposal details enhancements that will further support the success of UW-Madison undergraduates. Enhancements, such as an Academic Planner tool for students to map out their program, a mechanism for faculty to provide information specific to the instruction they are planning, a module unique to first year students, and a reporting tool departments will use to anticipate and plan for high-demand courses, will go far to support the success of our undergraduates as they progress toward graduation. These are enhancements that will require both short-term and ongoing development and technical support. As noted in the proposal, the Office of the Registrar is committing in-kind donation of staff for the project. We are asking for the MIU funds to support what we can not.

*Note: both the Course Guide and Common Scholarship Application require technical support from functional staff who understand the day-to-day business processes within the office (to ensure that what is developed is most efficient and aligns with internal process needs) as well as development and technical support from DoIT (to provide a depth and breadth of technical expertise and access to training unique to the particular application).*