2024 Technology Fee Full Proposal Submission Form

Full Proposals are to be completed and approved by a core UFIT Director (listed below) by the published deadlines for the Technology Fee Advisory Committee to review and select those Full Proposals to be forwarded to the CIO for funding recommendation. This Committee acts in an advisory capacity to the CIO, who will decide on projects to be funded and implemented.

Process:

This is the second stage of the grant process.

1) As a PI you are invited to submit a full proposal. It must still strictly adhere to the requirements below and submitted to the Committee by the required deadline.
2) The Committee will review the proposals and forward those selected with a recommendation for funding to the CIO.
3) The CIO will make a final decision on project proposals to be funded.

Requirements:

1) Full Proposals must address the criteria below and listed on https://it.ufl.edu/community/technology-fee/scoring-criteria/.
2) Full proposals must be submitted in the required template.

*The core UFIT units and their respective contacts are:

- **Academic Technology (AT)**, The Office of Academic Technology (AT) provides resources, technical assistance, and equipment to assist the University of Florida faculty, staff, and students. The three general divisions of AT include support for media services, instructional technology, and teaching/learning.
  Mark McCallister, Director markm@ufl.edu
- **Applications, Development and Integrations (ADI)** supports, builds and integrates university-wide cloud and on-premise applications in support of UF's faculty, staff and students.   **Nicole Jeffers,** Director ngarvey@ufl.edu
- **Customer Experience & Resources Planning (CERP),** informs the university of IT services, support, and systems, conducts a year-round feedback and listening program, servers as campus advocates for enterprise IT improvements, and manages enterprise-wide technology projects for UF. Alicia Turner, Director, aliciatu@ufl.edu
- **Data Platform and Analytics (DPA),** provides reporting and visualizations, analytics, data engineering, master data management, application integration platform, database administration, and data science services to the university. *Jim Freymann, Director, jim.freymann@ufl.edu.*
- **Infrastructure & Communication Technology (ICT)** manages the UF Data Center and delivers hosted server, storage, virtualization, database, email, and related system and connects the University of Florida campuses and UF to the world via high-speed data, video, Wi-Fi, telecommunications, and VoIP services.
  Saira Hasnain, Associate CIO and Senior Director, saira.hasnain@ufl.edu
- **Information Security (IS)**, Information Security has a mission to preserve the confidentiality, integrity, and availability of restricted and critical data of the University.
  Rob Adams, Chief Information Security Officer, Information Security, rob@ufl.edu
- **Research Computing (RC)**, Research Computing, and the High-Performance Computing Center provides high-performance computing resources and support to UF faculty whose research

depends on large-scale computing.
*Erik Deumens, Director deumens@ufl.edu*Scoring Criteria

Full proposals will be scored using the following criteria:

Scoring Criteria for Technology Fee Full Proposals	
Criteria	Points
The project promotes an exceptional academic environment through the innovative use of technology.	Required[1]
A college dean or director certifies that the project serves the institutional mission and is aligned with the University of Florida strategic plan.	Required[1]
A UFIT associate CIO or director[2] certifies that the proposal is technically feasible, and the initial budget request is a reasonable first approximation of funds required for success.	Required[1]
If the project requires recurring resources, the concept paper and proposal must include a viable sustainability plan[3].	Required[1]
The project is innovative in delivering a new service, resource, implementing a concept or delivery method, and not simply upgrading existing services or facilities.	Required[1]
The 2-year project budget includes only technology items and does not include salary, services, facilities, furniture, and similar items.	Required[1]
The project meets all ADA[4] requirements and complies with the UF Electronic and Information Technology Accessibility Policy.	Required[1]
The project outlined in the concept paper improves student learning experiences.	
The project improves the capacity to create, innovate, and high-quality learning environments.	
If the project is to be used in or by courses, it includes the involvement of course instructors utilizing the technology.	
The project can reach students, faculty, and staff across the University and beyond to achieve a common good.	

The project outlined in the concept paper efficiently uses existing resources and services (does not duplicate services or infrastructure).	
The project improves the technical skills, competency, and success rate of students.	

[1] Proposals not meeting this requirement will not be considered.
[2] These are direct reports to the CIO.
[3] Recurring funds must be provided by the unit of the proposer or generated by the project.
[4] The American Disabilities Act (ADA) requires that Web and other resources provide individuals with disabilities an equivalent experience to individuals without disabilities

Instructions:

In filling the attached template make sure that the requirements in the Scoring Criteria Table are met. Concept Proposals not meeting the requirements will not be considered. Also note how the full proposals are scored and address each of the scoring criteria in your proposal.

The template includes the following items:

1) **Title**: Make sure that the title is descriptive and short. Avoid technical jargon and focus on the benefits of the project.
2) *Proposer*, affiliation and, contact information: Make sure that a contact person is clearly identified, as well as the person's affiliation and contact information (***email, department, unit or organization, physical address, and phone***).
3) **Purpose**: What is the proposal intended to improve or facilitate? Why is it important to do so? What are the expected outcomes? How is this project innovative, and could it be scaled in the future? Clearly outline the objectives of this project so that it can easily be determined if they are achieved by the end of the project.
4) **Impact/Benefit**: Who benefits? In what ways? What are the implications of how this project is innovative? Does it leverage existing resources?
5) **Sustainability**: If the project requires recurring resources, how will these be acquired? Who will be responsible and is committed to providing these resources.
6) **Timeline**: What specific activities are to be carried out, and when is each objective/benchmark achieved?
7) **Budget & Budget Narrative**: What is the expected cost of the project? Include startup costs, operating costs, and equipment costs when appropriate. A maximum of two years is allowed for budget.

Items 1-7 must not exceed four (4) pages. Do not alter the font or the margins.

Items 1-7 must be submitted electronically in the attached template to alallen@ufl.edu.

All materials must be received by the advertised deadline. Materials not received by April 7, 2024, will be returned to the proposer for submission in the next cycle

2023 Technology Fee Full Proposal

Title: Steppingblocks: Enhancing the University of Florida Community through Career Outcomes Data

Proposer: UF Career Connections Center: Ja'Net Glover, Interim Associate Vice President for Career and Integrated Partnerships and Executive Director of the Career Connections Center; Julia Vollrath, Sr. Associate Director for Integrated Career Solutions, Allie Simon, Sr. Associate Director for Career Foundations

Contact Information: Julia Vollrath; Senior Associate Director for Integrated Career Solutions- Career Connections Center; juliavollrath@ufl.edu; 352-273-2302; 655 Reitz Union Drive PO Box 118507 Gainesville, FL 32611

Sponsoring Organization: UF Career Connections Center

Purpose and Specific Objectives:

The University of Florida's Career Connections Center (C3) serves more than 60,000 students and thousands of alumni representing all majors and degree levels. Committed to providing comprehensive career services, the C3 seeks funding to integrate Steppingblocks, a robust data analytics platform, into its existing infrastructure. Steppingblocks uses education, employment demographic, and institutional data from hundreds of sources to obtain a comprehensive picture of education and workforce outcomes. The integration of this tool aims to revolutionize career exploration, preparation, and decision-making for all UF students, alumni, faculty, and staff. By leveraging Steppingblocks' rich data analytics capabilities, the C3 intends to provide personalized career guidance, facilitate informed decision-making, and foster student success in alignment with state legislative requirements, university priorities, and evolving industry demands. In addition, Steppingblocks' robust data analytics would benefit multiple campus units, including the Office of Institutional Research, the Graduate School, the Division of Student Life, Alumni Association, and Enrollment Management. This proposal will discuss two features of this platform that would be utilized by UF- 1) Steppingblocks Digital Career Counselor, and 2) Steppingblocks Graduate Insights.

Steppingblocks Digital Career Counselor is an AI-powered platform that provides personalized career guidance and coaching services targeted for all student and alumni users. It uses advanced algorithms and data analysis to assess individuals' skills, interests, and goals, and then offers tailored career recommendations and advice. The platform also offers resources such as career inventories, interview preparation tips, tuition break even analysis, and customized job search strategies to help individuals navigate career pathways. With Steppingblocks' access to data, the information provided is provided in real-time with a national database of career paths and outcomes specifically related to UF's alumni. This tool will help students make data-informed career decisions and allow them to see the trends and know what careers most closely align with their interests and areas of study. This powerful information creates a 24/7/365 highly scalable, self-guided career exploration experience including up-to-date career data and resources, which supports students in selecting career options with their desired outcomes in mind.

Steppingblocks Graduate Insights is a platform that provides universities with graduate outcomes data and insights about their alumni. It supports educational institutions understand the workforce landscape, career paths, and opportunities that undergraduate, graduate, and professional students from different programs and colleges have pursued. The platform offers information on industries, job titles, salaries, and geographical locations of graduates, allowing administrators to make informed decisions about university initiatives and programs. Access to Steppingblocks' outcomes data and insights would allow the university to analyze trends about UF alumni populations from a database of 135 million people- better understanding university-wide outcomes, as well as isolated data for specific population areas (i.e. college, major, department, program). In addition, Steppingblocks would allow more collaborative data collection throughout the university by providing team-based dashboards for specific units involved in student outcomes and decision-making.

Expected outcomes include:

- Allow on-demand access to university career services resources to all stakeholders removing barriers to ensure career success for all UF students and enhancing the student experience.
- Access to robust, real-time data about UF's alumni population including information on industries, job titles, salaries, and geographical locations of graduates.
- Engagement and reach of the Gator Nation to support rankings, outcomes, philanthropic giving, and research.
- Collaborative data collection throughout the university by providing team-based dashboards for specific units involved in student outcomes and decision-making.

Impact/Benefit:

The primary objective of this proposal is to enhance the effectiveness, accessibility, reach, and post-graduation outcomes at the University of Florida through the integration of Steppingblocks. Adopting Steppingblocks would greatly benefit both students and university administrators. By integrating Steppingblocks' comprehensive data on education, employment, demographics, and institutional insights, the C3 aims to provide students with a holistic view of career pathways tailored to their interests, skills, and goals. Utilizing Steppingblocks' analytics capabilities, university stakeholders will gain access to real-time labor market insights, industry trends, salary data, and emerging opportunities, enabling them to make data-informed decisions about university goals. Importantly, this information from Steppingblocks would benefit current students, recruitment of future students, UF alumni, and overall support of the University of Florida brand throughout the state of Florida and beyond.

The C3 sees connections going beyond the classroom, campus, and graduation; Gators are lifelong learners. When people have the right data, they can make better choices. The integration of Steppingblocks will enable personalized career recommendations, experiential learning resources, and support services to individual users, fostering a proactive and self-guided approach to career development. Steppingblocks utilizes education, employment, demographic, and institutional data sources to be able to pinpoint specific outcomes from alumni providing a clearer picture of the University of Florida experience and the opportunities the UF degree affords students. This helps students connect what they are learning today to what they can do tomorrow- helping achieve economic and career mobility. By seamlessly integrating Steppingblocks into the university's existing career services infrastructure, on-demand access to career resources, tools, and opportunities will be provided for all stakeholders, including UF Online students and alumni.

Career readiness is at the center of many new and existing initiatives at the University and State levels. At the University of Florida, data is essential in supporting the goals and outcomes of many units. In conversations with several campus units, university integration of Steppingblocks would enhance the impact of the shared goals of the university and the state of Florida. For example, Steppingblocks would allow Office of Institutional Research to link outcomes from the Graduation Survey to employment and salary data of alumni post-graduation. The Graduate School would be able to showcase specific industry partners that hire UF PhD students, enhancing their strategy for recruiting, retaining, and supporting graduate students. The Alumni Association would have increased access to the Gator Nation leading to more opportunities for alumni to give time, talent, and treasures back to the university. Enrollment Management would be able to create interactive student profiles to showcase pathways to employment and realistic salary expectations for degree programs to enhance recruitment. The Division of Student Life would be able to fluidly integrate career conversations into touchpoints throughout the student experience. While these are just some examples of how Steppingblocks could be implemented, it is clear that the impact of this technology would extend throughout campus and support the holistic career readiness of students.

The implementation plan includes collaborating with Steppingblocks to integrate their datasets into the university's career services platform, customizing the platform to align with stakeholder needs, conducting training sessions, and implementing monitoring and evaluation mechanisms. The expected outcomes of this integration include improved student success, enhanced stakeholder engagement, data-informed decision-making, and statewide impact, positioning the University of Florida as a leader in delivering innovative and impactful career services.

In conclusion, the integration of Steppingblocks into the University of Florida's career services ecosystem represents a transformative opportunity to enhance career exploration, preparation, and decision-making for UF stakeholders. By leveraging Steppingblocks' advanced data analytics capabilities, the C3 aims to empower individuals with the insights, resources, and support needed to thrive in today's dynamic and competitive job market. This integration aligns with the university's commitment to fostering student success, promoting economic mobility, and advancing workforce development initiatives across the state of Florida.

Sustainability: The Career Connections Center supports this proposal and has committed to providing ongoing resources through auxiliary funds to support the use of Steppingblocks after the grant's funding period. The Vice President of Student Life supports the proposal for acquiring Steppingblocks and C3 efforts in this area and has cleared UF IT's risk assessment process.

Timeline: The C3 has worked directly with Steppingblocks to establish a launch plan and a contract between UF and Steppingblocks could be initiated upon funding. Once approved by all parties, the start-up time needed by Steppingblocks is approximately four weeks. Staff training within the C3 could begin during this time, with more in-depth training occurring once the system is launched. The expected launch date for Steppingblocks, pending all approvals, is Summer B 2024. Throughout the Fall 2024 semester, the C3 will work to provide education and support for the UF community to engage in this platform, including marketing the platform to students, educating university administrators on how they can utilize Steppingblocks to access robust alumni outcome data.

Budget: Steppingblocks charges a flat fee based on the modules that each career center would like to use. For the C3, that would include the "Graduate Insights" and "Digital Career Counselor" modules. The cost for launching both modules would be $229,500 for an upfront payment for a three-year contract. There are no additional start-up, integration, or equipment costs associated with the onboarding of this resource.

Technology Fee Full Proposal Template Sponsor Signature Form

Title: Steppingblocks: Enhancing the University of Florida Community through Career Outcomes Data

Proposer's Name: UF Career Connections Center: Ja'Net Glover, Interim Associate Vice President for Career and Integrated Partnerships and Executive Director of the Career Connections Center; Julia Vollrath, Sr. Associate Director for Integrated Career Solutions, Allie Simon, Sr. Associate Director for Career Foundations

Note: By signing this form the sponsor is making a commitment to support the project. This may include providing startup, recurring or equipment replacement resources as presented in the attached budget.

Signature of sponsor: College Dean, or Unit Director, or VP for Student Affairs.

_____   _____

Name and Title   **Date**

Note: By signing this form the UF IT unit is making a commitment to manage the project if selected for submission of a full proposal. This may include providing startup, recurring or equipment replacement resources as presented in the attached budget.

Signature of unit UFIT Director of a core unit:

_____ _____

Name and Title   **Date**