I. **Purpose**

Falcon Promise funds refers to all differential tuition funds and shall be used in accordance with the policy document approved by Student Senate on 1/25/11 and the UW Board of Regents, and within the implementation guidelines set forth by the Differential Tuition Task Force Report and Recommendations dated October 13, 2011. As stated in the Falcon Promise document, the goal of Falcon Promise is to increase student success, especially for first-generation students and students with significant financial need, and to enhance the learning environment.

II. **Terms**

Falcon Promise will include all differential tuition funding collected from students.

**Policy**

There are eight areas that Falcon Promise funding will support. Each area has been assigned a Budget Manager:

<table>
<thead>
<tr>
<th>Implementation Date</th>
<th>Purpose</th>
<th>Fund</th>
<th>Account</th>
<th>Budget Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007</td>
<td>24 hour Computer Lab</td>
<td>131</td>
<td>530504</td>
<td>Steve Reed</td>
</tr>
<tr>
<td>2007</td>
<td>Library Services</td>
<td>131</td>
<td>590406</td>
<td>Valerie Malzacher</td>
</tr>
<tr>
<td>2007</td>
<td>Testing and Tutoring</td>
<td>131</td>
<td>010236</td>
<td>Daniel Rivera</td>
</tr>
<tr>
<td>2007</td>
<td>Falcon Grants</td>
<td>131</td>
<td>461015</td>
<td>Elizabeth Schneider-Rebozo</td>
</tr>
<tr>
<td>2011</td>
<td>Enhance Learning spaces</td>
<td>131</td>
<td>010307</td>
<td>Mike Stifter</td>
</tr>
<tr>
<td>2011</td>
<td>Expanded Tutoring</td>
<td>131</td>
<td>010291</td>
<td>Daniel Rivera</td>
</tr>
<tr>
<td>2011</td>
<td>Expanded Undergraduate Research Opportunities</td>
<td>131</td>
<td>461016</td>
<td>Elizabeth Schneider-Rebozo</td>
</tr>
<tr>
<td>2011</td>
<td>Falcon Scholars – Study Abroad</td>
<td>131</td>
<td>010251</td>
<td>Fernando Delgado</td>
</tr>
<tr>
<td></td>
<td>Falcon Scholars – Undergraduate</td>
<td>131</td>
<td>461017</td>
<td>Molly Van Wagner</td>
</tr>
<tr>
<td></td>
<td>Research</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The budgeted amount of funding for each area is designated in the Task Force Report for FY 2012-2016. A Differential Tuition Oversight Committee will review the use of Falcon Promise funds annually.

III. Procedures

a. Each budget manager is responsible for ensuring that Falcon Promise funds within their assigned area are used in accordance with the Falcon Promise document approved by Student Senate on 1/25/11 and within the guidelines set forth by the Differential Tuition Task Force Report and Recommendations dated October 13, 2011.

b. Oversight of differential tuition will be provided by the University Differential Tuition Oversight Committee as an Administrative Committee as constituted and described in Faculty Senate motion 2011-2012/87 and as supported by a Student Senate resolution dated January 31, 2012.

c. Each budget manager will establish measurable benchmarks to be achieved through the use of Falcon Promise Funds within their area. The benchmarks shall be reviewed by the Differential Tuition Oversight Committee by April 1st each year for use of funds for the next year. Budget managers are not authorized to utilize any funds until the benchmarks have been reviewed.

d. To ensure funds used do not exceed funds collected, funding for current semester projects will not be available until two weeks after fall enrollment figures are available.

e. Falcon Promise funds are subject to audit. Therefore, each budget manager shall ensure that documentation of all expenses within their Falcon Promise area is maintained.

f. Budget managers are not authorized to overspend the budgeted amount of Falcon Promise Funds within their area. Any area that is overspent in one fiscal year will receive reduced funding in the following fiscal year.

g. Each budget manager shall prepare a report for the Differential Tuition Oversight Committee no later than November 1st of the following year. For example, the report for FY13 will be due by November 1, 2013. The report will contain a written narrative that includes:

- A description of how the funds were used.
- A description of the location(s) where the funding was used.
- Identification of the amount of funds used for salaries and fringe benefits, supplies and expenses, equipment, and remodeling by location. Purchases in excess of $5,000 shall be individually itemized.
- Measureable benchmarks (i.e. number of students served, number of hours service was provided, etc.)
- If a competitive process was used to allocate funding among students, a description of the process for allocating the funds.
- If a competitive process was used to allocate funding among students, the total number of students that applied for funding and the number of students that received funding.

h. Any surplus funding beyond that allocated to the various funds (this does not refer to unused funds within the accounts) shall only be spent upon approval of the Assistant Chancellor for Business and Finance only for purposes included in the Falcon Promise.

IV. Use of Falcon Promise Funds

a. 24 Hour Computer Lab – Falcon Promise funds will be used to operate a 24-hour computer lab to be housed in the basement of Davee Library. The funds will be used for student staffing needs and equipment replacement.
b. Library Services – Falcon Promise funds will be used to extend the hours the library is open and the addition of a natural science online journal database.

c. Testing and Tutoring – Falcon Promise funds will be used to fund a .5 FTE tutoring services coordinator and student staffing for the Academic Success Center.

d. Falcon Grants – Falcon Promise funds will be used to support travel to the National Conference on Undergraduate Research (NCUR), research activities outside of NCUR, and to advertise the Falcon Grant opportunities to students and faculty. The budget manager is responsible for reporting all financial support provided to students from this account to the Office of Financial Assistance. Students wishing to attend NCUR are required to first submit an abstract for acceptance by NCUR. Once a student’s abstract is accepted, they may then apply for Falcon Grant support for their travel. A preference will be given to first time attendees and juniors. Seniors that have previously attended NCUR will be encouraged to present their research at events specific to their academic discipline. The Society for Undergraduate Research, Scholarly and Creative Activities (SURSCA) will review and approve funding for all research and travel supported by Falcon Grants.

e. Enhanced learning spaces – Falcon Promise funds will be used for technology, furniture, laboratory equipment and other non-fixed items for classrooms and other academic spaces. Classrooms and academic spaces will be identified and approved by the Assistant Chancellor of Business and Finance prior to any funds being spent. The Budget Manager is responsible for establishing a process to ensure Deans and students full engagement in the process or choice of learning spaces. In addition, as stated in the Falcon Promise document, the University will match dollar for dollar the money in this fund.

f. Expanded Tutoring – Falcon Promise funds will be used to fund additional peer tutors for key general education courses. Additional group and individual tutoring sessions will be made available through the additional peer tutors.

g. Expanded Undergraduate Research Opportunities – Falcon Promise funds will be used to provide student stipends, project support, and faculty mentor support opportunities. Projects supported by this program should exhibit the potential for scholarly publication, presentation at a conference, or creative performance. As the university’s URSCA efforts further develop, it is anticipated that a process will be more fully developed for application/awarding of these funds. One possible process is: Students will be required to submit an application outlining the project and must be signed by a faculty mentor. In addition, the application will include a description of the project, the significance to the discipline, methodology, and analyses of the findings. Applications will be due by the date registration opens for the semester during which the research will take place. An Undergraduate Research Council will review and approve the applications. The budget manager is responsible for reporting all financial support provided to students from this account to the Office of Financial Assistance.

h. Falcon Scholars – Falcon Promise funds will be used to “match” charitable gifts from alumni and friends that provide renewable $1,000 scholarship ($4,000 over four years). These charitable gifts will support students having demonstrated financial need who also have high potential for success at UWRF. Each Falcon Scholar will be provided $2,000 in Falcon Promise funds to study abroad or to participate in undergraduate research activities during their junior or senior year. Guidelines for distribution of the funds are included in the Task Force Report.