



Virginia Talent + Opportunity Partnership

Impact Grants Webinar – Private Institutions

Agenda

- ✓ Background
- ✓ Purpose
- ✓ Goal
- ✓ Current Grants
 - Vision Grants
 - Capacity-Building Grants
 - Scaling Grants

Virginia Talent + Opportunity Partnership (V-TOP)

Background

The **Virginia Talent + Opportunity Partnership (V-TOP)** is a formally established collaboration between the State Council of Higher Education for Virginia (SCHEV), the Virginia Chamber Foundation, and the Virginia Business Higher Education Council. V-TOP is funded through the Commonwealth Innovative Internship Fund.

Purpose

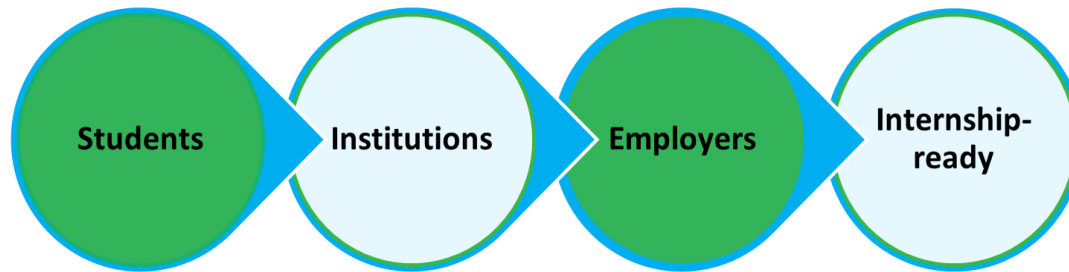
V-TOP is grounded in statute (Va. Code § 23.1-903.4).

Statewide initiative to facilitate the readiness of students, employers, and institutions to participate in internship and work-based learning

Grants provided to institutions to expand paid and credit-bearing student internships and other work-based learning opportunities in collaboration with Virginia employers.

Virginia Talent + Opportunity Partnership Goal

- Have the most internship-ready students, employers, and institutions of higher education.



- Ensure every graduate of a Virginia two-year and four-year institution has participated in at least one paid or credit-bearing student internship or work-based learning (WBL) opportunity.

Student + Employer + Institutional Readiness

V-TOP Resources

Student Readiness:

- Student readiness modules
- Internship toolkit
- Video resources
- Professional development scholarships (graduate students)
- Virginia Intern Day

Employer Readiness:

- Employer readiness modules
- Employer readiness toolkit
- Employer Recognition for Top Intern Day
- Mentorship training (Mentor VA)

Institutional Readiness:

- Institution-led Regional Partners
- Career Champions modules
- Professional development scholarships
- Institutional grants

Types of Impact Grants

The purpose of the **Internship and Work-based Learning Impact Grant** is to support four-year institutions* that aim to increase student participation in paid internships and work-based learning opportunities.



These grants are designed to enhance students' academic experience and help institutions expand internship and work-based learning opportunities.

*Two-year public institutions that are a part of the Virginia Community College System (VCCS) will be eligible under a separate opportunity managed by VCCS directly.

*Scaling grants are only open to public four-year institutions.

Institutional Vision Grants

\$25,000 (one-year)

This is a planning grant to **support institutional planning and design of an internship and work-based learning (WBL) vision and comprehensive plan**. This track supports activities such as strategic planning, determining institutional priorities, and designing strategies to implement the highest priority initiatives needed to achieve the vision over time.

**Two-year public institutions that are part of the Virginia Community College System (VCCS) will be eligible under a separate opportunity managed by VCCS.*

Who is eligible:

Virginia's four-year private, non-profit institutions participating in the Tuition Assistance Grant (TAG) program who have not previously been awarded a Vision Grant

How the funding can be used:

- Host strategic planning task force meetings to develop a comprehensive institutional plan.
- Implement systems to track experiential learning and related outcomes across departments.
- Training faculty and staff to enhance experiential learning programs.

Full Instructions and more information can be found here:

<https://www.schev.edu/institutions/grants/commonwealthinnovative-internship-fund-and-program>

Vision Grant Submission Description

Submission

Each institution may submit one Letter of Interest.

- Letters of Interest are limited to **three to five pages**, not including the cover sheet and budget.
- Cover sheet *must include* name of the institution, name and contact information of the project director, and printed name, title, and signature or the authorized signer.

Narratives must include a table of contents and the following:

Executive Summary:

The summary may be published on the V-TOP website and used for a press release if the proposal is funded.

Organizational Chart:

Provide an org. chart showing each task force member and the senior-level leadership, including the president.

Project Description:

Provide the full details of your proposed project to include a **brief history, taskforce members, work plan*, and timeline.**

Conclusion:

Key reasons why your proposal should be funded; state your case in a few sentences.

Budget and Budget Narrative: Provide a breakdown of proposed expenditures and a brief narrative explaining the purpose of each line item; applicants may use the budget template provided or use a template of their own creation that includes the same cost categories and breakdown; **Grant funds cannot be used for indirect costs or entertainment costs.**

*Priority will be given to institutions who explicitly describe plans to incorporate V-TOP resources in their vision plans.

Institutional Vision Grants Deliverables

See the full list on the grant announcement



Vision Statement: Developed by the task force and endorsed by the president, aligning with the institution's commitment to preparing students for entry-level roles by graduation.



Task Force Leadership: Final list of task force members, including senior leadership, with an organizational chart highlighting the connection to the president.



Integration Plan: A comprehensive institutional plan to integrate internships and work-based learning into both the curriculum and co-curricular activities starting at orientation, ensuring students acquire necessary skills.



Experiential Learning Pathway: A structured pathway beginning at orientation, progressively offering intensive experiential opportunities that culminate in skill readiness for employment.



Institutional Goals & Strategies: Clear goals for internship expansion with prioritized initiatives and strategies to implement the most critical elements.



Glossary & Definitions: Key terms and descriptions of work-based learning levels to ensure clarity in institutional efforts.

Capacity-Building Grants

\$150,000 (one-year)

This grant is to support institutions in **building and strengthening infrastructure, personnel, and partnerships to expand and sustain internship and WBL programs**. This track supports activities such as developing program infrastructure, training or hiring staff, and fostering partnerships with employers.

**Two-year public institutions that are part of the Virginia Community College System (VCCS) will be eligible under a separate opportunity managed by VCCS.*

Who is eligible:

Virginia's four-year public institutions & Richard Bland; and have not already received a capacity-building grant.

Four-year private, non-profit institutions who have already received a vision grant may also apply for this track.

How the funding can be used:

- Hire dedicated personnel to strengthen partnerships with employers and support student participation.
- Design and implement a pathway for students to gain skills for entry-level roles by graduation.
- Purchase required materials or supplies to support student preparation in an internship.
- Create or enhance systems to track internships and work-based learning outcomes.
- Provide training for staff on best practices for internships and work-based learning programs.

Full Instructions and more information can be found here:

<https://www.schev.edu/institutions/grants/commonwealthinnovative-internship-fund-and-program>

Capacity-Building Grant Submission Description

Submission

Each institution may submit one letter of application

- Applications are limited to **twelve pages**, not including the cover sheet and budget.
- Cover sheet *must include* name of the institution, name and contact information of the project director, and printed name, title, and signature or the authorized signer.

Narratives must include a table of contents and the following:

Executive Summary:

The summary may be published on the V-TOP website and used for a press release if the proposal is funded.

Organizational Chart:

Provide an org. chart showing taskforce members and senior-level leadership, including the president.

Project Description:

Provide the full details of your proposed project to include a brief history, **taskforce members***, work plan*, and milestone and timeline.

Conclusion:

Key reasons why your proposal should be funded; state your case in a few sentences.

Budget and Budget Narrative: Provide a breakdown of proposed expenditures and a brief narrative explaining the purpose of each line item; applicants may use the budget template provided or use a template of their own creation that includes the same cost categories and breakdown; **Grant funds cannot be used for indirect costs.**

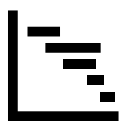
*Priority will be given to institutions who make connections to and explicitly describe plans to incorporate V-TOP resources.

Capacity-Building Grant Deliverables

See the full list on the grant announcement



Experiential Learning Pathway: A structured pathway beginning at orientation, progressively offering intensive experiential opportunities that culminate in skill readiness for employment.



Planned Alignment: Description of any existing or planned alignment with specific state or regional programs or partnerships related to economic growth and diversification or workforce development in Virginia.



Integration Plan: A plan to expand, improve existing, or implement new systems to track and manage internships and work-based learning outcomes at an institutional level.



Personnel: Dedicated personnel to solely support student and employer engagement in internships and work-based learning activities.



Course-type Codes: Proper tagging of course-type codes for internships and cooperative education through course enrollments for SCHEV

Reporting Requirements: Performance Measures

- Grantees are expected to set goals, objectives, and performance measures (including targets) within their proposed work plans
 - Optional template to outline goals, objectives, and performance measures is attached to the RFP
 - Need to be finalized in consultation with V-TOP within 45 days of award to ensure measures capture progress
- Performance measures should be based on work plan and the list of deliverables associated with the grant track

Timeline + Funding Information

Awards will be announced December 1, 2025



Vision Grant

- **Award amount:** \$25,000
- **Length of award:** 12 months, this is a one-time only request
- **Deadline:** November 21, 2025, 11:59 PM
- **Progress Reports:** Progress reports are required and due 30 days after the end of the grant period. V-TOP will provide a template of the Annual Progress Report.

Capacity-Building Grant

- **Award amount:** up to \$150,000
- **Length of award:** 12 months,
- **Deadline:** November 21, 2025, 11:59 PM
- **Progress Reports:** Progress reports are required every 6 months, and the final is due 30 days after the end of the grant period. V-TOP will provide a template of the Annual Progress Report.

*Two-year public institutions that are part of the Virginia Community College System (VCCS) will be eligible under a separate opportunity managed by VCCS directly.

Timeline + Funding Information

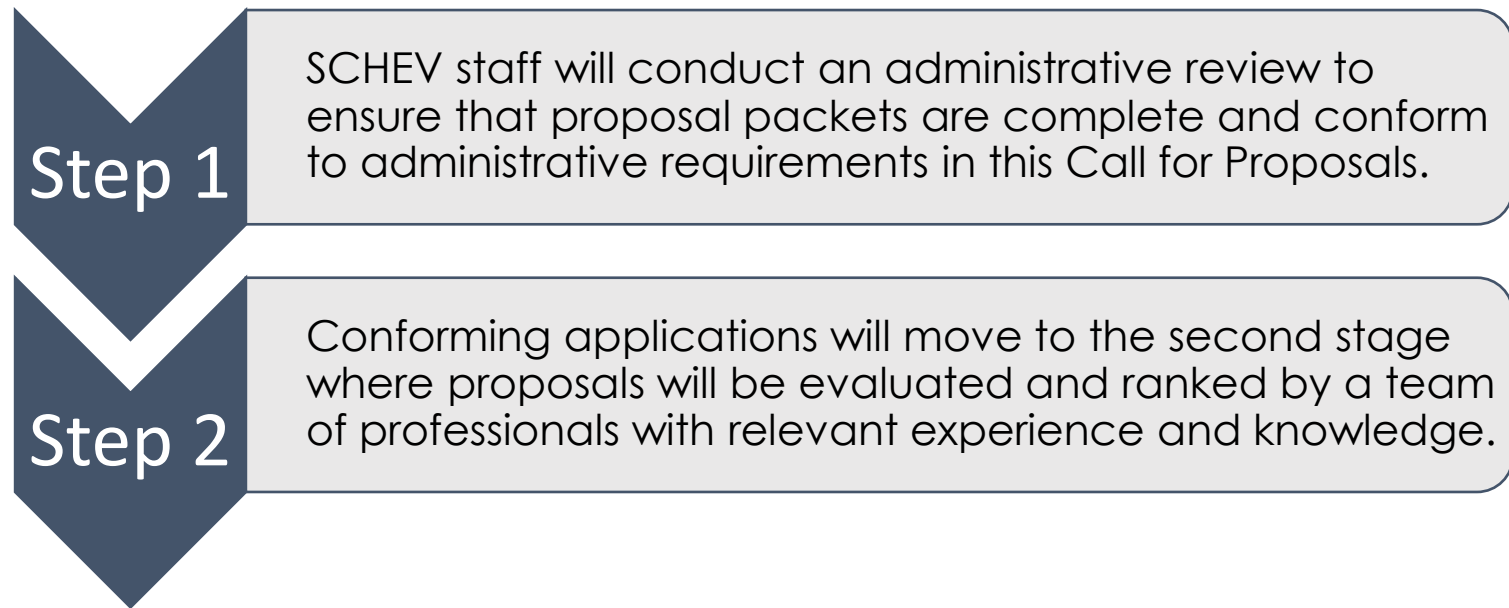
Future Impact Grant Opportunities:

Any institution applying for a vision track with interest in moving forward to the next track in their trajectory can anticipate applying for the next step on or around Fall 2026, with an anticipated grant term start of January 2027. Awards are contingent on funding.

Award and Review Process

Upon receipt via email of an application package, SCHEV staff (Stacey Garnett) will respond by return email within two business days to confirm receipt.

Review of applications is a two-step process:



Some applicants may receive follow-up questions from SCHEV staff. If issues of compliance are found, SCHEV staff will work with the applicant to resolve the issue(s), if possible.

Award and Review Criteria

Review Criteria: The number of points available for each section of the application is listed in “Required Content of Proposals.”

There are two factors considered when awarding points:

- ➔ compliance with instructions
- ➔ likelihood that the proposed activities will accomplish required deliverables and lead to high-quality experiential learning programs.

Reviewers understand that institutions have had varying levels of resources available to support experiential learning and will consider that when assessing the proposed activities.

Final Award Decisions

SCHEV leadership and staff will examine the review team's assessment of the proposals and make the final decision regarding awards. SCHEV staff may negotiate with applicants prior to making award decisions.

SCHEV could consider many factors in making awards, including but not limited to:

- ➔ the consensus score awarded by the review team
- ➔ reviewer comments
- ➔ the overall quality of the activities proposed
- ➔ the proposed use of grant funds.

Award Process: Additional Information

Additional information to know about the award process:

- ➔ Ultimate award decision by SCHEV leadership.
- ➔ Funds will be awarded in the form of a grant, with a Memorandum of Understanding (MOU) between SCHEV and the institution.

Additional Grant Information

Outcomes requested in the deliverables are the basis for the performance measures on which grantees will report semi-annually.

Each of Virginia's institutions of higher education is at a different stage of maturity. The Impact grants will provide funds for institutions to take their experiential learning vision to the next level. The full list of final deliverables for each track are described in the grant announcement.

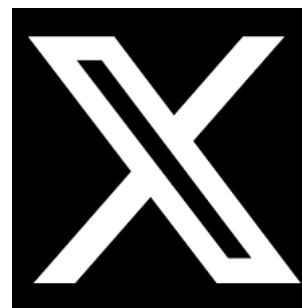
Materials are listed on our website and will be sent after this webinar.

Grantee Commitments

By and upon accepting grant awards from this program, grant recipients commit to:

- ➔ Produce and submit semi-annual progress reports (as applicable) and an annual progress report* to SCHEV to monitor activities, work plan progress and milestone achievement.
- ➔ Grantees must also submit an annual fiscal report.
- ➔ The final progress report and fiscal report are both due to SCHEV no later than 30 days after the end of the grant year.

Follow Us



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