

NEW PROPOSAL TEMPLATE for a Gainful Employment Program

Gainful Employment Electronic Announcement #5 dated June 1, 2011 and posted on www.ifap.ed.gov explains the process for institutional notification to the Department of new educational programs that prepare students for gainful employment in a recognized occupation (GE Programs). An institution’s notification to the Department of its intent to offer a new GE Program must include information to support the institution’s determination of the need for the program, as required by the regulations at 34 CFR 600.20(d)(2). *Institutions must wait for the Department of Education to approve programs for Title IV eligibility before disbursing Title IV funds and proposals must be submitted to the Department of Education 90 days before the first day of class begins for the program.*

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| 1. Institution Name: | | University of Colorado Colorado Springs | | | | | | |
| 1. OPEID: | | 004509 | | | | | | |
| 1. Proposed Program Name: | |  | | | | | | |
| 1. Contact Person: | |  | | | | | | |
| 1. Department Chair: | |  | | | | | | |
| 1. Website URL for program: | |  | | | | | | |
| 1. Narrative description of how the institution determined the need for the program. Describe what need this program will address and how the institution became aware of that need. If the program will be offered in connection with, or in response to, an initiative by a governmental entity, provide details of that initiative. | | | | | | | | |
| El Paso County, Colorado, is currently home to over 2000 nonprofit organizations (National Center for Charitable Statistics). This certificate was developed in 1995 to meet the nonprofit management education needs of current and aspiring nonprofit executives and continues to serve that need; the number of nonprofit organizations continues to grow. Area nonprofits range from human services organizations, arts and culture, environmental, religious, governing bodies of the US Olympic organizations, social justice, legal, education, and more. | | | | | | | | |
| 1. Narrative description of how the program was designed to meet local market needs, or for an online program, regional or national market needs. For example, indicate if Bureau of Labor Statistics data or State labor data systems information was used, and/or if State, regional, or local workforce agencies were consulted. Include how the course content, program length, academic level, admission requirements, and prerequisites were decided; including information received from potential employers about course content; and information regarding the target students and employers. | | | | | | | | |
| This four-course graduate certificate was developed in consultation with the Colorado Springs Nonprofit Center (now the Center for Nonprofit Excellence) which was at the time co-located with the Colorado Springs Chamber of Commerce. The School of Public Affairs Dean at the time and the Executive Director of the Nonprofit Center reviewed national curriculum for nonprofit management programs and determined that a four-course graduate certificate would cover essential knowledge and skills and best meet the needs of the local community. Local nonprofit leaders at the time were surveyed and/or interviewed. The core courses (Nonprofit Management and Nonprofit Financial Management) have remained constant; multiple choices for the other two courses allow students to focus to their particular needs. This certificate can be completed in the classroom or online. | | | | | | | | |
| 1. Narrative description of any wage analysis the institution may have performed, including any consideration of Bureau of Labor Statistics wage data related to the new program. | | | | | | | | |
| The average salary of a nonprofit director in Colorado Springs is $69,000 and in Colorado overall it is $65,000 (www.simplyhired.com). | | | | | | | | |
| 1. Was the program reviewed or approved by: |  | | | | | | | |
| 1. Narrative description of how the program was reviewed or approved by, or developed in conjunction with, the entities selected in #8. For example, describe the steps taken to develop the program, identify when and with whom discussions were held, provide relevant details of any proposals or correspondence generated, and/or describe any process used to evaluate the program. The institution must retain, for review and submission to the Department upon request, copies of meeting minutes, correspondence, proposals, or other documentation to support the development, review, and/or approval of the program. | | | | | | | | |
| The School of Public Affairs is accredited by the National Association of Schools of Public Affairs and Administration (NASPAA). The courses required for the graduate certificate in nonprofit management are also courses in the Master of Public Administration degree, which is the NASPAA-accredited degree. NASPAA accreditation is for a period of seven years; re-accreditation visits are conducted by a team of external reviewers who, among other aspects, assess the quality and rigor of all courses offered within the MPA and the qualifications of the faculty who teach those courses.  At the University level, graduate degrees and certificates receive oversight from the Graduate Dean and Graduate Executive Committee; at the School level, faculty govern the curriculum. | | | | | | | | |
| 1. What is the first day the program will be offered to students? | | | | | 8/21/1995 | | | |
| 1. When do you intend to begin disbursing Title IV funds to students? | | | | | 1/17/2012 | | | |
| 1. Please list all admission criteria: | | | | | | | | |
| Earned baccalaureate degree from an accredited institution. | | | | | | | | |
| 1. List the UCCS courses required to complete the program: | | | | | | | | |
| Required:  PAD 5110 Seminar in Nonprofit Management  PAD 5140 Seminar in Nonprofit Financial Management  Two from the following:  PAD 5130 Collaboration Across Sectors  PAD 5150 Understanding and Achieving Funding Diversity  PAD 5160 Nonprofit Boards and Executive Leadership  PAD 5170 Strategic Management for Nonprofit and Public Managers  PAD 5180 Social Entrepreneurship  PAD 5520 Human Resource Management  PAD 5260 Managing in a Multicultural Society  PAD 5350 Program Evaluation  PAD 6115 Grant Writing | | | | | | | | |
| 1. Describe how you will determine the on-time completion rate, job placement rate, and median loan debt in order to disclose the information on your departmental website. | | | | | | | | |
| Most students in this program are already employed and are taking the certificate for advancement opportunities, although a few are pre-service. At this time, student self-report is the only way we have to obtain placement information; we do an alumni survey bi-annually, but of course response is voluntary. The Office of Institutional Research will provide statistics and work with the liaison to complete annual reporting. | | | | | | | | |
| 1. Estimate the cost of the program: | | | | Per Term: Annual: | | | | |
| Tuition and fees | | | |  | | | | |
| Room and board | | | |  | | | | |
| Books and supplies | | | |  | | | | |
| Additional explanation of costs, if necessary (e.g. cost per credit hour) | | | | The cost per three credit hour course is $1666.00; there are three terms per year. To finish in one year, the student would need to take two courses during one of the terms, which is possible to do. The number per term above is the total cost averaged over three terms. The average book cost per class is $100. If a course is taken online, there is a $100 technology fee,which is not reflected in the numbers above. | | | | |
| 1. Select the *primary* occupational group for which the Gainful Employment Program will train the student. | | | | Management | | | | |
| 1. Refer to the [Standard Occupational Classifications](http://www.bls.gov/soc/major_groups.htm) and list all six-digit codes that reflect occupations in which the graduates of the proposed program will be trained for employment. | | | | | | | | |
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| 1. How many credits are required to earn this credential? | | | | | | | 12 | |
| 1. What is the anticipated length of the program, in semesters including summer? (e.g. 2 years = 6 semesters) | | | | | | | 3 | |
| 1. Have you read the Gainful Employment regulations as posted at <http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html> and are you aware that failure to comply and failure to meet “gainfulness” could make your program ineligible for Title IV financial aid on an annual basis? | | | | | | |  | |
| THE REMAINING FIELDS ARE TO BE COMPLETED BY THE UCCS GAINFUL EMPLOYMENT COMMITTEE | | | | | | | | |
| CIP Code: | 52.0206 | | Plan Code: | | | NDGE-CERN | | |
| Career Code: | NDGR | | Subplan Code: | | | NPM | | |
| Program Code: | NFAEG | | Effective Date: | | | Spring 2012 | | |
| Date Reviewed: | 12/2/2011 | | Preliminary GE? | | | Yes | | |
| TO SUBMIT, PLEASE EMAIL THIS FORM TO:  INSTITUTIONAL RESEARCH ([rmarschk@uccs.edu](mailto:rmarschk@uccs.edu)) & FINANCIAL AID COMPLIANCE ([asutz@uccs.edu](mailto:asutz@uccs.edu)). | | | | | | | |