



October 2018

RE: Interim Funding Request to support the ARUCC Groningen & Student Mobility Project

Greetings,

At the June 2018 ARUCC biennial conference, ARUCC members from across Canada provided a formal mandate to continue with **the ARUCC Groningen & Student Mobility Project**. As of September 2018, more than 40 individual post-secondary institutions, councils of articulation and transfer, post-secondary application centres, and government organizations from several regions across Canada have provided formal written endorsement for this initiative.

The project's success will result in a '*made-in-Canada*' **student data exchange network** that supports national and international post-secondary student transfer and mobility. Our intention is to create a solution that establishes trusted connections with post-secondary institutions and allied organizations across Canada and around the world in partnership with existing application centres and institutions. This project work seeks to improve efficiencies, mitigate document fraud, and enhance the infrastructure in place that supports student mobility, transfer, credential recognition, and document validation. More information regarding the project is available [online](#).

**As noted at the ARUCC conference, the Project requires additional seed funding in the amount of approximately \$600,000 to continue its important work. This amount covers** the period between now and July 2019 (see the attached budget). This funding is to support the following:

- Continued consultation with institutions, allied organizations, and government
- Detailed business requirements identification
- RFP development
- A technical review
- A formal privacy review

The above funding will not cover the purchase and implementation of a national network solution; however, it will help to position Canada for continuing to move ahead.

Thus far, close to 70% of the respondents to the national ARUCC data exchange survey have agreed or strongly agreed with providing initial seed funding based on a graduated scale according to institutional size. In keeping with this principle, attached please find a financial contribution model that outlines the different levels recommended to support the project at this time.

**ARUCC is requesting that each institution allocate funds towards the project in keeping with this model.**

ARUCC's next steps to support this process are as follows:

- Holding a webinar for the community to answer any questions you may have regarding the project and/or the funding request.



Webinar Dates (consider attending one of these sessions):

- October 23 - 12-1 PST, 1-2 MST, 3-4pm EST, 4-5 AST
- November 1 - 12-1 PST, 1-2 MST, 3-4pm EST, 4-5 AST

**Advance registration at the following website is required.**

<https://form.simplesurvey.com/f/l/ARUCC>

Distributing pro forma invoices after the webinars to assist you with internal purchasing processes.

To ensure appropriate invoicing, please identify (or estimate) your institution's full-time equivalent enrolment as of Fall 2017 at the following link:

<https://form.simplesurvey.com/f/l/ARUCC>

We continue to actively seek funding support from allied organizations and government. To date, we have won approximately \$100,000 in funding support from the British Columbia Council on Admissions and Transfer (BCCAT) and the Ontario Council on Articulation and Transfer (ONCAT). This funding is underwriting the current phase of research and consultation which includes the national data exchange survey. It is ensuring focused and additional consultation occurs along with detailed business requirements gathering from institutions and allied organizations in Ontario and BC. This funding is in addition to ARUCC's investment in the project which to date equals approximately \$100,000. In addition, Project Steering Committee members are donating annual, in-kind contributions of \$360,000 in staff resources and expertise to support this phase, which is above and beyond the needed \$600,000.

We welcome your questions and comments; therefore, consider participating in the above webinars. Alternatively, please contact us directly or via the Project Consulting Lead, Joanne Duklas (joanne@duklascornerstone.ca).

Your support for this Project is respectfully requested. Thank you for taking the time to consider our request for funding support.

Sincerely,

Charmaine Hack  
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Steering Committee  
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**Attachments:**

Funding Contribution Scale  
Project Budget Information

**Financial Contribution Scale – ARUCC Groningen & Student Mobility Project**

| <b>Institution Type - by full-time equivalent enrolment (including part-time, full-time, and continuing education as of Fall 2017)</b> | <b>Amount Requested (for each of fiscal 2018 and 2019)</b> |
|--|--|
| Up to 2,999 full-time equivalent students enrolled   | \$1,500  |
| 3,000 to 5,999 full-time equivalent students enrolled  | \$2,000  |
| 6,000 to 8,999 full-time equivalent students enrolled  | \$2,500  |
| 9,000 to 11,999 full-time equivalent students enrolled   | \$3,000  |
| 12,000 to 14,999 full-time equivalent students enrolled  | \$3,500  |
| 15,000 to 19,999 full-time equivalent students enrolled  | \$4,000  |
| 20,000 to 24,999 full-time equivalent students enrolled  | \$5,000  |
| 25,000 or higher full-time equivalent students enrolled  | \$6,000  |

ARUCC welcomes larger contributions than those noted. In addition, we are interested in identifying collaborative pilot partnership opportunities. Please contact us to discuss alternative arrangements and/or potential collaborations

It is anticipated that approximately \$200,000 will be raised in fiscal 2018 if ARUCC members and other Canadian institutions contribute according to the above amounts. This is a preliminary estimate and will be insufficient to cover the ongoing costs of the project or the purchase of a final solution. Therefore, ARUCC and its project partners continue to actively seek funding support from allied organizations and provincial and federal governments.

The graduated scale protocols for ARUCC membership fees undergird the graduated funding scale outlined above. Essentially, the principle is to ensure smaller institutions pay lower amounts than larger institutions.

Next year's amounts (i.e., fiscal 2019/20) may be adjusted upwards or downwards subject to availability of external funding. However, to assist with forward planning, institutions should consider providing support equal to the amounts above.

**Interim Budget June 1, 2018 to July 1, 2019**

**Version: 08-27-2018**

| Unit Cost                 | Includes   | Estimated Cost | In-Kind Support |
|---------------------------|--|----------------|-----------------|
| Personnel Costs           | Project Consulting Lead/Executive Director role and related operational support to continue managing the project<br>Communications Support<br>Systems IT/Architecture expertise<br>In-kind support from Project Steering Members | \$ 345,000     | \$ 355,000      |
| Other Consulting Services | Privacy review (provincial, federal, GDPR)<br>Review of RFP; RFP posting costs<br>Financial management   | \$ 35,000      |                 |
| Direct Costs              | Project Operational Expenses<br>Travel and Accommodation Costs   | \$ 80,000      | \$ 5,000        |

|                     | Costs             | In-Kind Contributions |
|---------------------|-------------------|-----------------------|
| Subtotal            | \$ 460,000        | \$ 360,000            |
| Overhead            | \$ 46,000         |                       |
| Contingency         | \$ 46,000         |                       |
| Anticipated Costs   | \$ 552,000        | \$ 360,000            |
| GST/HST             | \$ 28,000         |                       |
| <b>Total Budget</b> | <b>\$ 580,000</b> | <b>\$ 360,000</b>     |

|                                    |                   |
|------------------------------------|-------------------|
| <b>Total Project Costs</b>         | <b>\$ 580,000</b> |
| <b>Total In-Kind Contributions</b> | <b>\$ 360,000</b> |
| <b>Total Overall Costs</b>         | <b>\$ 940,000</b> |