

# CSU Bachelor's Degree Innovation Catalyst Grants

## Internal Limited Submission Letter of Intent Guidelines (InfoReady)

**Internal Deadline: September 18, 2026**

### Program Overview

With the Board of Trustees recently approving three new workforce aligned bachelor degree designations, proposals from CSU Universities are being invited for the development of academic programs leading to a Bachelor of Applied Studies, Bachelor of Education, or Bachelor of Professional Studies degree. The degree programs being proposed may range from 90 to 120 units. These Innovation Catalyst Grants are designed to support campuses in planning new bachelor's degree programs that align with CSU degree requirements while advancing campus priorities, responding to regional and workforce needs, meeting student demand, and addressing accreditation expectations. The initiative provides planning grants over 9-12 months to help campuses develop promising program concepts into high-quality, submission-ready academic program proposals. Note: Proposals will be funded at **\$25,000** per new degree; in the event that multiple campuses are working together on a degree proposal, additional funding may be requested.

### Priority Program Models

Priority consideration will be given to proposals that do one or more of the following:

1. Address documented regional or statewide workforce shortages and unmet student demand.
2. Create strong transfer pathways with California Community Colleges and reduce loss of credit at transfer.
3. Serve adult learners, returning students, working students, or place-bound students through flexible, hybrid, online, year-round, cohort, or credit-for-prior-learning designs consistent with policy.
4. Expand and/or adapt evidence-based practices including applied learning, undergraduate research, community-engaged learning, work-based learning, clinical/practicum experiences, internships, or industry/community projects as part of the curriculum.
5. Adopt innovative program design features including condensed course duration or meeting pattern, modularization of courses into 1-2 credit units for stackability, incorporate team projects and performance/competency-based assessments, etc.
6. Clearly align program learning outcomes with best practices in the discipline and professional standards, if applicable.

## Internal Limited Submission Letter of Intent

Cal Poly Humboldt may submit up to **three proposals** to the CSU Bachelor's Degree Innovation Catalyst Grants program. This brief internal letter of intent will be used by the Provost to identify the three concepts that will be invited to move forward to full proposal development.

This is intended to be a **preliminary concept submission; not a full proposal**. Selected applicants will need to work with Pre-Award to route full submissions. Responses to the narrative section should total **no more than 500 words (approximately one page)**.

### 1. Letter of Intent Proposal Information

#### Type of Submission

[Dropdown]

- Cal Poly Humboldt (CPH) only
- Multi-campus submission (with CPH lead)

#### Proposed Degree Title:

[Text field]

#### Proposed Degree Type:

[Dropdown]

- Bachelor of Applied Studies
- Bachelor of Education
- Bachelor of Professional Studies

#### Program Department:

[Text field]

#### Project Lead:

[Name]

#### Project Lead Email:

[Email]

#### Additional Collaborators/Departments, if applicable:

[Text field]

#### Anticipated Delivery Modality:

[Select all that apply]

- In-person
- Online
- Hybrid
- Other: \_\_\_\_\_

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## 2. Concept Narrative — 500 Words Maximum

Please provide a concise description of the proposed degree concept. Your response should address the following three areas:

### **Need and Opportunity**

What need or opportunity would this new degree address? Briefly describe the students the program is intended to serve and why this degree is needed.

### **Market and Student Demand**

How would the proposed degree respond to regional or statewide workforce, community, civic, or student demand? Include any preliminary evidence of demand that is currently available. Formal market analysis is **not required at this stage**.

### **Proposed Curriculum and Student Experience**

Briefly describe the proposed degree structure and the types of courses, learning experiences, or curricular components envisioned. Highlight any distinctive features such as transfer pathways, applied or experiential learning, flexible delivery, internships, work-based learning, or other innovative approaches.

[Long text response — **500-word maximum**]

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## 3. Department Chair Awareness and Support

Please upload confirmation demonstrating that the Department Chair (or equivalent unit leader) is aware of and supports moving this concept forward for consideration.

A formal letter of support is **not required**. Documentation may be as simple as an email confirming awareness and support.

### **Upload Chair Confirmation:**

[UPLOAD FILE]

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## 4. Dean Awareness and Support

Please upload confirmation demonstrating that the Dean is aware of and supports moving this concept forward for consideration.

A formal letter of support is **not required**. Documentation may be as simple as an email confirming awareness and support.

**Upload Dean Confirmation:**  
[UPLOAD FILE]

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## 5. Applicant Acknowledgment

By submitting this concept, I understand that:

- This is an **internal limited submission process**, and submission of this form does not guarantee selection for submission to the CSU Chancellor's Office.
- Cal Poly Humboldt may submit a maximum of **three proposals** under this funding opportunity.
- Concepts selected by the Provost will be notified by **September 25, 2026**.
- Selected applicants will be expected to work promptly with Sponsored Programs Foundation Pre-Award to develop and route the complete proposal.
- The complete proposal must be submitted for internal routing by **October 9, 2026** to allow for submission to the CSU Chancellor's Office by **October 16, 2026**.

### **Applicant Certification:**

[Checkbox] I have reviewed the information above and confirm that the information submitted accurately represents the proposed degree concept.

**Submit**

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## Proposed Internal Timeline

| Milestone                                   | Date                                 |
|---------------------------------------------|--------------------------------------|
| Limited Submission Form launches            | <b>Monday, August 31, 2026</b>       |
| Internal concept submissions due            | <b>Friday, September 18, 2026</b>    |
| Provost review and selection                | <b>September 21–25, 2026</b>         |
| Applicants notified                         | <b>By Friday, September 25, 2026</b> |
| Selected teams work with SPF Pre-Award      | <b>September 25–October 9, 2026</b>  |
| Internal proposal routing deadline          | <b>Friday, October 9, 2026</b>       |
| CSU Chancellor's Office submission deadline | <b>Friday, October 16, 2026</b>      |