FOLLOW THE MONEY:

MANAGING FUNDING TO STRUCTURE POST-COVID ONLINE DEVELOPMENT FROM RAPID RESPONSE QUALITY TO HIGH QUALITY

Dr. Lujean Baab
Virginia Tech
lbaab@vt.edu
STRATEGIC INVESTMENT GUIDING
PROJECT MANAGEMENT

• Identifying areas of high priority/high impact
• Consulting on proposal development
• Negotiating realistic budgets and timelines
• Managing through documentation
• Expectations/outcomes in documentation
• Periodic reporting in signed agreements
STRATEGIC INVESTMENT GUIDING
PROJECT MANAGEMENT

• Identifying areas of high priority/high impact
  • Stakeholders
  • Steering Committee
  • Sponsors
STRATEGIC INVESTMENT GUIDING
PROJECT MANAGEMENT

• Consulting on proposal development
  • Initial call for abstracts
  • Consultations
  • Invitation for proposal submission
  • Proposal review
STRATEGIC INVESTMENT GUIDING
PROJECT MANAGEMENT

• Negotiating realistic budgets and timelines
  • Scaling
  • Scaffolding
  • Detailed work descriptions
  • Estimation of man-hours
  • Agreement/approval of dedicated time
STRATEGIC INVESTMENT GUIDING PROJECT MANAGEMENT

• Managing through documentation
  • Meeting notes approved
  • Consultation summary report shared
  • Collaboratively written/edited proposal
  • Statement of endorsement from faculty supervisors/Deans
STRATEGIC INVESTMENT GUIDING
PROJECT MANAGEMENT

- Periodic reporting in signed agreements
  - Timeline includes check-in reports
  - Disbursement of funds based upon progress
  - Final report
STRATEGIC INVESTMENT GUIDING
PROJECT MANAGEMENT

• Documentation
  • Abstract
  • Consultation/Meeting minutes
  • Proposal submission
  • Review notes
  • Memo of Understanding (MOU) for funding
  • Letters of Agreement (LOAs for participants)
  • Report templates (check-in and final)
STRATEGIC INVESTMENT GUIDING PROJECT MANAGEMENT

• Challenges
  • Time consuming
  • Requires identification of focus areas
  • Establish working groups within academic areas
  • Maintaining documentation/agreements
  • Buy-in from multiple areas
  • Collaborative relationships
STRATEGIC INVESTMENT GUIDING
PROJECT MANAGEMENT

• Benefits
  • Clear understanding of expectations/outcomes
  • Documentation/signatures reduces ‘task master’ role
  • Reporting made easier for higher visibility
  • Better assessment of additional resources (instructional design, media development, etc.)
  • Clearer picture of return on investment
FOLLOW THE MONEY:
MANAGING FUNDING TO STRUCTURE POST-COVID ONLINE DEVELOPMENT FROM RAPID RESPONSE QUALITY TO HIGH QUALITY

Dr. Lujean Baab
Virginia Tech
lbaab@vt.edu