STUDENT TECHNOLOGY
GRANT PROPOSALS
2019 – 2020

 # 2020.002

P card?

TRACY BROWN: ACCEPTED _____✓_____   OPPOSED: _____

COMMENTS:

_____No issues_____

SIGNATURE: _____*Tracy B*_____   DATE: ___12/2/19___

HEATH FITTS: ACCEPTED ____✓____   OPPOSED: _____

COMMENTS:

___*n/a*___

SIGNATURE: ___*Heath Fitts*___   DATE: __12/4/19__

SHAWN PARR: ACCEPTED ___✓___   OPPOSED: _____

COMMENTS:

_____

SIGNATURE: _____   DATE: _12/3/19_

BLAYNE HENSON: ACCEPTED ___✓___   OPPOSED: _____

COMMENTS:

_____

SIGNATURE: _____   DATE: __12/4/19__

PHILLIP MARTIN: ACCEPTED __✓__   OPPOSED: _____

COMMENTS:

_____

SIGNATURE: _____   DATE: __12-3-19__

Northwestern State University of Louisiana

2019-2020 Student Technology Fee Grant Application

Please Complete the Entire Application

Prepared by: **Jessica Parr** For: **Costume Shop Lab Equipment**

Department/Unit: **Theatre / Dance** College: **CAPA** Campus: **Natchitoches**

Which NSTEP Goals/Objectives does this project meet? **1,2,3,8,9**

Requested equipment will be located/installed/housed? Building **Old Fine Arts** Room **127**

Does the department receive lab fees? (circle one) **YES** NO

Are department property policies and procedures in place for requested equipment? **Yes**

Which individual will be responsible for property control of the requested equipment? **Jessica Parr**

Signature: _____ Date: **11-7-19**

Proposal Requested Amount:$ **2586.84** Budget Attached (circle one) **YES** NO

Proposal delivered to Student Technology located in Watson Library, Room 113. Date **11-8-2019**

Please be sure to include detailed specifications, vendor information, state contract information, descriptions, and quantities in the application.

1. Describe the target audience.   Students working in the costume shop will use this equipment. Students attending our productions will benefit from costumes created with this equipment.
2. Describe the project/initiative.   This project will purchase a Cover Hem / Chainstitch Machine and a Button/Grommet machine for the Theatre Department's Costume shop.

2. (cont.) Currently, NSU students do not have access to these two machines used in the entertainment and garment industries.

Cover Hem / Chainstitch Machines are used to make dance wear and knit garments. Look inside your T-shirt or leggings, the hem was done with this machine and is an industry standard.

Button/Grommet machines are used to make custom buttons and grommet closures used in corsets and period garments.

Both these machines are found in professional shops throughout the entertainment and garment industry. Our costume students need familiarity with these machines to compete in the job market.

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3. State measurable objectives that will be used to determine the impact/effectiveness of the project.

This project's effectiveness will be measured by: number of students using this technology, the time students spend using this technology, and the number of students viewing products created with technology.

4. Please explain the evaluation process for each project objective.

Number of students / hours spent using the technology - students working in the costume shop already record their hours for class and scholarship requirements this data will be analyzed to gauge project objectives.

Students viewing the technology's products - Student audience members will be tracked though our Vendini Ticketing software

5. Which NSTEP http://www.nsula.edu/nstep/NSTEP.pdf objective(s) will this funding of this project advance? How will the funding of the project advance the University and College/unit technology plan?

NSTEP Objectives: 1,2,3,8,9

Objective 1- This project provides students access to technology. These machines will be used by students creating costumes for NSU theatre and dance productions

Objective 2- This projects updates classroom technology and will be used in multiple theatre classes

Objective 3- The costume shop is a laboratory where our students research, experiment, and produce costumes. This project upgrades our lab with modern technology and supports experiential learning.

Objective 8- This project encourages innovation and research by giving students the tools to create within their field. Students will use this technology to further their skills.

Objective 9- This project provides new hardware for specialized functions. These tools are part of the industry, for which NSU students lack access

6. Please justify funding for the project. Provide the number of students that will be served per academic year and in what ways. Please also indicate any unique needs of the target group.

This equipment will be used by student designers, and students taking THEA 2030, 2300, 3340, 3360 (approx. 160 per year). Theatre students take 6 semesters of THEA 2030, so this equipment will assist throughout their time at NSU. The costumes produced with these machines will be enjoyed by all student audience members including Fine Arts students (approx. 1500 per year).

7. List the individuals who will be responsible for the implementation of the project/initiative and indicate their demonstrated abilities to accomplish the objectives of the project.

Professor Jessica Parr will oversee the project. She holds an MFA in Costume Design and has run costume shops thought the country.

8. Describe any personnel (technical or otherwise) required to support the project/initiative.

No additional personnel will be required.

9. Provide a schedule for implementation and evaluation.

Nov/ Dec 2019 - order equipment
Jan 2020 - install equipment and use for the Spring semester

10. Estimate the expected life of hardware and software. Explain any anticipated equipment/software upgrades during the next five years.

The Brother Cover Hem / Chainstitch machine comes with a 25 year warranty on the head and 5 year warranty on the electronics. The Theatre Department will pay for the machine to be serviced along with the other shop machines. The Osborne Button / Grommet Machine will last for decades. The dies and cutters will need occasional sharpening. The Theatre Department will pay for this maintenance.

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any equipment received through a Student Technology Fee. If requested equipment that will be either/or checkout to students or moved within the department, please provide a checkout/loan policy.

Equipment will reside in the Costume Shop which is locked when not in use. This equipment will not be checked out - only used in the shop.

12. Does the department receive lab fees? If so, please explain the need for Student Technology Fee funds.

The department's lab fees only support the department computer lab, and are not available for shop technology.

13. Attach a detailed budget.

14. Attach two (2) letters of support for the project from the following individuals: the requesting department's Dean, the appropriate Vice President, or for student request, the SGA President from the requesting campus.

Costume Shop Lab Equipment
Detailed Budget Request
Jessica Parr, Theatre Dance

The following Cover Hem / Chainstitch Machine, attachments, and feet are available from **Allbrands.com.** See attached quote.

Brother CV3550 Double Sided Top Bottom Cover Hem & Chain Stitch Machine, Narrow Freearm, 6.1x3.9" Workspace, 5 Thread, 7 Stitch, Differential. Feed, Taiwan, DVD	$999.99
Brother SA231CV Dual Function Fold Binder for CV3440 CV3550 Cover Stitch Machines Only	$169.99
Brother SA230CV Bias Tape Binding Set for CV3440, CV3550 Cover Stitch Only	$129.99
Brother SA226CV Cover Hem Top Stitching Guides, 2 Feet for 2340CV Machine Only	$49.99
Brother SA223CV Coverstitch Belt Loop Guide Foot Set, 2340CV CV3440 CV3550	$59.99
Brother SA222CV Coverstitch Bias Tape Holder Guide Foot, 2340CV CV3440 CV3550	$59.99
Brother SA221CV Coverstitch Single or Double Fold Hem Foot for 2340CV CV3440 CV3550	99.99
Allbrands.com Sub Total	**$1569.93**

The following Button / Grommet machine, dyes, cutters, and button blanks are available from **Workroombuttons.com.** See attached quote

Osborn Button Machine	$182.23
Button Dies HU and Cutters #20 - (International Standard)	$ 83.31
Button Dies HU and Cutters #24	$ 76.36
Button Dies HU and Cutters #30	$ 83.59
Button Dies HU and Cutters #36	$ 99.07
Button Dies HU and Cutters #40	$107.37
Grommet Dies and Cutters #00	$67.42
Grommet Dies and Cutters #0	$67.42
Grommet Dies and Cutters #2	$68.64
Grommet Dies and Cutters #3	$69.58
1 Gross Button Hopper Backs size #20 RR	$ 6.60

1 Gross Button Hopper Backs size #24 RR	$ 8.40
1 Gross Button Hopper Backs size #30 RR	$ 8.94
1 Gross Button Hopper Backs size #36 RR	$ 9.84
1 Gross Button Hopper Backs size #40 RR	$13.13
1 Gross Button Standard Shells size #20 RR	$4.96
1 Gross Button Standard Shells size #24 RR	$6.06
1 Gross Button Standard Shells size #30 RR	$6.06
1 Gross Button Standard Shells size #36 RR	$6.34
1 Gross Button Standard Shells size #40 RR	$7.90
Shipping	$33.69
Workroom Buttons.com subtotal	**$1016.91**
Total	**$2586.84**

November 6, 2019

Dear Student Technology Grant Committee:

I am writing this letter in support of Ms. Jessica Parr's proposal to equip NSU's Theatre and Dance Department with a cover-stitch machine and button/grommet machine. The addition of this equipment, will allow our theatre students to work with modern machinery that is currently used in their industry. These machines will be used by students both, in the classroom and in the creation of the costumes used in Creative and Performing Arts productions.

Several NSTEP Objectives will be advanced with the funding of this proposal:

> Objective 1. To improve access to technology by students, faculty, and staff at Northwestern State University.

> Objective 2. To provide classrooms with updated technology and multimedia.

> Objective 3. To upgrade laboratories with modern technology.

> Objective 8. To encourage innovation and research.

> Objective 9. To maintain support for hardware and software upgrades, new hardware and software for specialized functions, and/or training for technical support personnel.

The Department of Theatre Dance does currently collect lab fees for some courses, but those fees are dedicated to our student computer lab. This means that the advancement of Objective 9's goal to upgrade hardware for specialized functions is particularly appropriate for this proposal.

Ms. Parr has my full support in the submission of this grant proposal. I trust that you will give her every consideration as she works diligently to improve the student experience in the Department of Theater and Dance. This improved experience can impact all who attend productions of the School of Creative and Performing Arts. If you have any questions regarding my recommendation or support, please do not hesitate to contact me.

Sincerely,

Francene J. Lemoine, Ph.D.
Interim Dean and Professor
College of Arts and Sciences
Northwestern State University of Louisiana
Natchitoches, LA 71497

November 4, 2019

Dear Student Technology Grant Committee:

Please accept my support for Ms. Parr's proposal to upgrade NSU's Theatre Department with a cover-stitch machine and button/grommet machine. At present, our student costumers do not have access to this equipment currently used in both the entertainment and garment industries. Students will use this equipment in four different classes as well as numerous theatre and dance productions throughout the year; they will greatly benefit from modern technology.

Many NSTEP Objectives are fulfilled through this proposal which updates technology used in the classroom, improves student access to technology, but one of the most important objectives it fulfills is Objective 9:

Objective 9. To maintenance support of hardware and software upgrades, new hardware and software for specialized functions, training for technical support personnel.

These machines definitely provide specialized functions. Theatre Department's lab fees are currently used to support the student computer lab making this project an excellent candidate for the Student Technology Grant.

Thank you,

Greg A. Handel
Provost and Vice President of Academic Affairs