



**Wharton County
Junior College**

RECEIVED
FEB 03 2016
PRESIDENT'S OFFICE

**PAID PROFESSIONAL
ASSIGNMENT (PPA)
REQUEST FORM**

TO: President DATE: 2-1-16

FROM: Jessica Falcon, TRIO Project Director

DIV or UNIT: TRIO SSS Grant

SUBJ: PPA request for: Danson R. Jones

Title of PPA activity: TRIO SSS Part-time Researcher

Dates (or semesters) of activity: January 1, 2016 - May 1, 2016

- A. **Activity and Expected Outcomes.** Provide a brief narrative description plus a list of tasks and expected outcomes (append add'l pages if necessary). If PPA duties are described in a college-approved job description, simply refer to that document.

Coordinates internal and external evaluation activities for the five-year scope of the USDE TRIO SSS project, including creation of data and student tracking systems, development of data reporting systems related to project outcomes and student success measures, and the establishment of institutional baseline data. Provides accurate quantitative and qualitative data and works closely with the project staff, external evaluators and IR departments. The data will be used to evaluate the project's effectiveness and submission of the Annual Performance Report.

- B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)		\$500.00 per month	
TOTAL		\$500.00 per month	\$2,500

BUDGET NUMBER: 21170-6055-6112-400

- C. **Approvals**

Supervisor: Jessica Falcon Date: 2/2/16

VPI: _____ Date: _____

President: Betty A. McLeod Date: 3-7-16