Project Title: PAC Concert Hall Livestreaming

Department/Organization: Music

Project Applicant(s):
Principal Contact
Name Christopher Bianco MS 9107 Email: Christopher.Bianco@wwu.edu Phone 3404

Others
Name Bruce Hamilton MS 9107 Email: bruce.hamilton@wwu.edu Phone 3711
Name Heather Dalberg MS 9107 Email: heather.dalberg Phone 7640

Amount Requested for Project

Proposed Budget:
1. Equipment total $6687.00
2. Plus site preparation (not STF funded) + $2000.00
3. Total Project Cost (spreadsheet total from part IV of this form, Total Project Budget) = $7499.38
4. Less organization’s contribution – $2000.00
5. Less site preparation – $2000.00
6. STF Grant Request = $7499.38

IMPORTANT NOTE

1. THE STF Committee will accept only complete proposals by the announced deadline. Every section (I–IX) and all items of this proposal format must be addressed.

I. Executive Summary (800 words max)

Provide a summary of the project and the benefits to be derived. Explain what the students would gain from the project, and how the acquisition would meet the Student Technology Fee mission.

STF Mission:
The Student Technology Fee provides Western students with adequate and innovative technology experiences by:

- Broadening/enhancing the **quality** of the academic experience
- Providing additional student **access** to technology
- Increasing **integration** of technology into the curriculum

By approving the Project "PAC Concert hall live streaming," the money allocated from the STF would be used to purchase the necessary audio and video equipment for Western Washington University’s Music Department to broadcast live streams of the concerts and performances of professionals and students from within the concert hall in the PAC. The equipment would include: 2 canon HD professional camcorders, video and audio encoders and decoders, A Ustream Gold stream plan, extra batteries, HDMI cables, microphones, and tripods. As stated in the prior application, the concert hall is sometimes filled during performances which leads to many students and parents not able to watch the performances due to the lack of seating. Additionally, many potential viewers are not able to make it to the concert hall for performances. By having the ability to hold live streams from within the concert hall, students who would have previously not been able to showcase their hard work to individuals outside the PAC would be given that opportunity; and folks not not able to attend the performances live would be able to view each performance with high quality video and audio. Having the ability to broadcast worldwide would create more access to Western's productions for out of state parents, alumni and the general population of students. A larger audience creates wider support for our programs and students.

## II. Relationship to STF Objectives / Impact on Current Academic Programs

The STF Committee will use as its **primary assessment criteria** the three objectives—**quality, access, and integration**—defined in the STF mission (above). Given this criteria, describe your proposed project in detail.

1. **Tell us**—focusing on what the students will gain from the project—how the project would provide positive benefits to specific courses or instructional programs. Specifically, answer at least one of a, b, and c below:

    a. **How would this project provide additional student access** to technological resources?

        Students from around campus who were previously not able to view concerts in the performing arts center would now have an added resource and viewing platform, rather than just having traditional attendance.

    b. **How would this project broaden or enhance the quality** of the student’s academic experience through the proposed technology?

        Students would now have the opportunity to showcase their work to those people who would previously not have been able to view the performance due to other circumstances. Music students performing their work can invite far away friends and family to watch their concerts. There are some people who are housebound who have expressed interest in being able to watch the concerts and by providing this opportunity, the students will have a larger audience and feedback from people that are important to them in their lives.

    c. **How would this project increase integration** of technology into coursework?

        [Continue with additional details as needed]
Enableing students to have new and up to date resources and equipment. Students will be exposed to the potential of livestreaming and learn about new ways of reaching a targeted audience.

2. Would other departments be involved with this project?

No ☐ Yes ☑ If yes, describe.

The livestreaming capabilities will be provided for any music events that are performing in the concert hall if the group, club, outside organization would like to utilize the equipment.

3. Has any part of this project previously been funded by the Student Technology Fee?

No ☐ Yes ☑ If yes, describe.

4. Is the proposed project a pilot project?

No ☐ Yes ☑

This has never been done but we are committed to incorporating livestreaming into our student experience during performances.

III. Utilization

List the anticipated number of times and duration per each use—per quarter or per academic year—that students would use the proposed technology. The committee is looking for total student hours and total number of unique students who would use the technology in that time period. Explain how you arrived at this utilization.

There are 60 concerts a year that the students performances would be available to livestream. Depending on the wishes of the students, masterclasses could be put on livestreaming to expose more audience members to the amazing work being conducted in the concert hall.

IV. Total Project Budget

This section details the estimated total cost of the project. Include costs that would be covered—by your department or another source—for ongoing costs such as personnel or operating expenses.

1. For assistance in preparing your budget, please consult with relevant campus support departments (ATUS, Purchasing, Space Administration, etc.).

2. For more information about these contacts and helpful tools/links: from the STF website home page (http://www.wwu.edu/stf), choose "STF Tech Initiatives" on sidebar, then section "II. Tech Initiatives Forms and Instructions."

Attach an Excel spreadsheet if you have additional details.

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<td><strong>Total</strong> This budget total (or your attached spreadsheet total) should match the projected budget figure on page 1 of this proposal. (See box on page 1, line 3.)</td>
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**Important Notes from the STF Committee:**

- We recognize your proposed budget as an estimate. Final funding for successful projects will be established after thorough technical review; some costs may need adjusting due to price changes.
- We recommend that you include a 3 percent cushion to allow for price increases.
- We may impose special conditions on a proposal before approval. See [STF Proposal Guidelines](#).
- *Funding is not provided directly to departments for purchases. All purchasing is done via the Office of the VPIT/CIO and savings are retained in the STF fund.*

3. **What funding or contributions are available from your department or other sources?**
   
   **Note:** “Contribution” is defined as a monetary contribution. A vendor discount, for example, is not considered a contribution.
   
   The department faculty will assist in setting up the equipment, and if any fabrication requests are necessary, then the Music Department will cover those costs.

4. **Could this project be divided into discrete elements that could be funded separately?**
   
   **Note:** A “no” response to this question creates an “all or nothing” proposal. That is, if the STF Committee decides against funding your entire proposal, it will not consider any elements for partial funding. If elements could be funded separately, the applicant is responsible for prioritizing them before submitting the proposal.
   
   **No ☒ Yes ☐** If yes, summarize and prioritize project elements with cost estimate for each.
5. Are course or lab fees charged for any of the courses that will use this equipment?

No ☒ Yes ☐ If yes, describe. Please note: The total funding requested from the Student Technology Fee must reflect the amount collected from course fees for equipment replacement and/or equipment acquisition.

V. Impact on Existing Resources

Your proposal must address the project's potential impact on existing resources. Give special attention to the impact on data transmission networks (e.g., sources accessed, networking equipment, etc.), and personnel (e.g., staffing, administrative support, faculty support, etc.).

1. Describe how existing equipment is used. Contrast this to projected use if your project were funded.

The recording studio is currently employing four students to record each concert. Those same employees will be trained to use the livestreaming equipment and additional employees will be hired to assist as necessary. Bruce Hamilton has technology expertise to assist the students. Heather Dalberg has livestreaming experience and resources.

2. Is similar equipment or technology available elsewhere on campus—such as the Student Technology Center, Classroom Services, Video Services, Western Libraries, a college lab?

No ☒ Yes ☐ If yes, describe why the existing equipment does not meet the needs outlined in this proposal.

There is a person on campus who has livestreamed at a cost to the department, but it is not feasible to schedule often.

3. If this project involves the replacement of equipment, including computers:
   a. Describe the "before and after" configuration changes. (A spreadsheet reflecting these changes may be attached.) Or, write "N/A."

      N/A

   b. Describe the costs and benefits of replacing vs. upgrading. Or, write "N/A."

      N/A

4. Would this equipment be available to students outside of your department?

No ☐ Yes ☒ If the proposed technology would be used by students outside of your department, describe how they would gain access, how equipment availability would be publicized, the hours/week when equipment would be available, and any costs that would apply.

The benefits of this equipment broadcasting Western student concerts is accessible to everyone.

5. Does this project involve the check-out of equipment to students?
No ☒ Yes ☐ If yes, discuss whether or not the Student Technology Center/ATUS Loan Pool could be assigned this task.

6. Does the department have adequate operating funds to provide ongoing maintenance and support?

No ☐ Yes ☒ If yes, describe.

Once the initial investment is provided for, the Music Department will be able to maintain and upkeep the operational demands necessary to use this equipment on a regular basis.

7. Does the department have adequate personnel funds to provide ongoing staff support for the project?

No ☐ Yes ☒ If yes, describe.

The music department employees over 40 students a year and will have plenty of opportunity to enhance their educational experience with this new technology.

VI. Space and Site Information

This section addresses any space alteration or site preparation necessary for the proposed project. Site alterations include painting, holes in walls, security systems, carpeting, construction, lighting changes, or conversion of a lab or office.

Special Note: If this project would require any site preparation, or if this project would use any space not currently under your department’s control:

a. You must submit a draft proposal to Space Administration by March 13, 2015.

b. Space Administration and Facilities Management will then conduct a site survey and respond to you by March 20, 2015 about project feasibility, cost, and schedule.

c. You must include the site survey response with your final proposal.

1. Location for installation of equipment or technology:

   Performing Arts Center

2. Would site modification be required?

   No ☒ Yes ☐ If yes, describe the modifications (e.g., electrical, air, painting, lighting, security, network access, etc.).

3. Would this project use space not currently assigned to your department or area?

   No ☒ Yes ☐ If yes, describe.

VII. Project Schedule
Describe your overall implementation schedule. (Remember that project awards are announced during spring quarter, and that projects are to be substantially completed by the end of the calendar year.) If any site preparation is involved (see section VI above), align your project schedule with the schedule provided by Space Administration and Facilities Management.

If the budget is approved, the implementation of the equipment would be immediate. If the budget were approved and the supplies listed were bought, the implementation could be finished before the 2014-15 academic year was out.

VIII. Constraints

List or describe any external or internal factors/constraints that could affect your project schedule, project objectives, or the project budget (e.g., if external approval is required for curricular changes, or if funding must be received by a certain date).

The project's budget, if revised, could be a constraint due to just not having enough money to buy quality equipment, but otherwise, there are no major constraints to this project.

IX. Submitting the Proposal

1. Make sure your proposal does not exceed 12 pages (not including Tech Initiatives Summary Sheet).

2. Complete a 2015 Tech Initiatives Summary Sheet for the front of the proposal.

3. Submit the proposal and summary sheet electronically for prioritizing (PDF preferred, or Word document):
   a. Faculty and staff: Submit by internal due date, which must be before proposal due date of April 2.
   b. Students: Submit by March 31 to AS VP for Academic Affairs at ASVPforAcademicAffairs@wwu.edu.

4. Submit prioritized proposals:
   a. Organization reps and AS VP for Academic Affairs: Submit to Student Technology Fee (STF) Committee by 12:00 noon on April 2.
   b. For each proposal, email one electronic version (PDF preferred, or Word document) of both the proposal and the summary sheet to diane.bateman@wwu.edu (the STF Committee secretary).

Note: Paper copies of proposals are no longer required; please do not send.