

Grants Committee Meeting
February 28th, 2018
12pm-1:30pm
CSS 219

1. Call to Order – 12:05

Motion to add action item Awards for Innovation and Higher Education,
Motion: Ashley Second: Stan
Approved

2. Approval of the 11-22-17 meeting minutes

Motion to approve minutes by email: Stan, Second: Gustavo
Approved

3. Action Items

1. CAFYES (Cooperating Agencies Foster Youth Educational Support Program) – Tenisha James/Gustavo Ocegüera

Motion to approve: Patty

Second: Caitlin

Discussion: Support the success for current and former foster youth. Could be long term funding, initial allocation 150-250k. Could establish a space for Foster Youth, counselor, and/or staff. Assist with Student Service Fees and other items. Long list of allowable costs. Seed money in May, ongoing funding begins July 1. No match needed. May eventually need a space for staff member, currently would buy a part of current position. Seed money could be used to remodel. Will need to identify a space for Foster Youth.

Position would be categorical, pending funding.

Spacing on campus was discussed.

Approved: All

2. Grant Approval Flowchart – Ashley Etchison/Stan Tyler/Gustavo Ocegüera

Motion: Ashley

Second: Stan

Discussion: Grants Committee members should also be aware of process as well, will add training to a future agenda

Will make to change to Tri-Chairs, from Co-Chair

Approved: All

3. Awards for Innovation and Higher Education – Debra Mustain/Jesse Lopez

Motion: Gustavo

Second: Derek

Discussion: Award does not have specific amount, is up to 1 million. Very short timeline, due by March 19th to CCCCCO. Sustainability plan for ACE, the current funding source (TAAACT) expires Sept 2018. Focuses on low income, 1st generation students. No new space or staff, three existing staff, and project director. No new curriculum.

District did receive an Innovation award for Foster Youth network in the past.

Opportunity to expand? Yes, can expand to other disciplines.

Approved: All

4. Information Items

1. Prop 39 Renewal – Jesse Lopez

Mini-grant, Norco College has had for three years consistently. Allocation went up every year. This year had changes, may be the last year. Notified in Dec of increase in allocation. 50k from Feb to Jun, 50k from July to Dec. Improve clean energy related programs. Funding can be used to offer community ed, including equipment purchases. Programs have seen increase in enrollment due to Prop 39. Would extend funding for current funding to outreach specialist, and 25% of Project Director.

2. Career Training Sub-grantee proposal with Chaffey College –Jesse Lopez

Shovel Ready grant with Chaffey College, annual funding allocation of \$185,500, total funding \$367,000. Sustainability funding for the ACE program which expires Sept. 2018. No new staff or space. Chaffey will choose the programs, most likely advanced manufacturing.

3. Bank of America Grant Application – Ashley Etchison

This grant will provide the college the opportunity to improve economic mobility and equality for low-moderate-income community members by removing barriers to affordability for our high-cost CTE programs. Launa Wilson at the RCCD Foundation is coordinating a proposal for all three colleges. Funds can be used to purchase materials for students.

4. Washington DC Opportunities – Ashley Etchison

Funding opportunities to support college initiatives are/may become available through Washington DC. These include opportunities in Workforce Development, Apprenticeships, Dept of Labor etc. Could provide funding for Veterans, Prison Initiative, Photonics and more. Organization of Grants at Norco College?

Currently grants reside in multiple areas, as the college pursues larger grants to support college strategic initiatives how should they be organized?

No current uniformity, data, outputs, and reporting. How can it ensured end goal and output is accurate?

Not every grant requires every type of reporting. How can we ensure a lower risk?

Must ensure staffing longevity and space requirements are always looked at.

Institutional Research supports all grants on campus.

Look at the Grants Committee structure, assigned representatives, school representation?

Committee Recommendation:

An Associate Dean/Dean level position to oversee all grants, state, federal and foundation on campus.

This would include someone to oversee the process. Ensure grants align with strategic planning and college's mission and goals.

Ensure compliance and standards are met. Evaluation piece of programs and grants, work with external evaluators.

Report to Executive Cabinet the progress and risks of funded grants. Long term implications for audits. Avoid probations

Be the point of contact with the District office.

Must have authority to intervene when objectives are not being met.

Develop software program to assist with grant reporting and keep information in real time that can be accessed. Keep archives for compliance issues.

Support continuing to pursue large funding opportunities, including state and federal opportunities.

5. Next meeting, Wednesday, March 28th, 2018
6. Good of the order

Called at 1:24

Statement of Purpose

The purpose of the Grants Committee is to identify grant opportunities that align with the mission, strategic planning goals, and resource needs of Norco College. The committee also informs the college community about existing grants, serves as a liaison between the RCCD Grants Office and Norco College, and provides local support for grant efforts to college staff, faculty and administration.

Co-Chairs

Dr. Stan Tyler- Associate Professor, Chemistry

Ashley Etchison- Director, Career & Technical Education

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

GRANT PROPOSAL INFORMATION	
Proposal initiator	Dr. Tenisha James and Dr. Gustavo Ocegüera
Email address	Tenisha.James@NorcoCollege.Edu Gustavo.Ocegüera@NorcoCollege.Edu
Phone number	951-739-7885
Department	EOPS
Proposal name/ title	Cooperating Agencies Foster Youth Educational Support (CAFYES) Program
Please provide a brief description or an abstract of the proposal.	CAYFES was established in 2014 by Senate Bill 1023, with the goal of strengthening the capacity of California Community Colleges to support the success of current and former foster youth enrolled in CCC.
Funding agency	California Community Colleges Chancellor's Office
Annual funding	\$150,000-\$250,000 (Initial allocation is based on the number of eligible foster youth currently enrolled at Norco College.
Total funding	Unknown. Ongoing, operating costs will be funded through the standard, EOPS allocation process beginning with the 2018-2019 academic year.
Grant duration (start and end dates)	May 2018 (Initial Allocation). Ongoing funding begins July 1, 2018.
Proposal due date	March 9, 2018
List grant objectives	<p>Goal: To ensure all current and former foster youth attending CCC earn a postsecondary credential and/or prepare for transfer to a four-year college or university</p> <p>Purpose: To expand and strengthen the capacity for EOPS programs to support the higher education success, health, and wellbeing of current and former foster youth.</p> <p>Objective: To support EOPS to develop a comprehensive and coordinated set of services and programs which involve internal and external community partnerships to identify and address barriers to current and former foster youth's academic success.</p>
List grant activities and/or requirements by the funding agency (i.e. services to be provided, curriculum development, activities, etc.)	<ul style="list-style-type: none"> • Outreach and recruitment • Service coordination • Counseling • Book and supply grants • Tutoring • Independent living and financial literacy skills support • Frequent in-person contact

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

	<ul style="list-style-type: none"> • Career guidance • Transfer Counseling • Child care and transportation assistance • Dedicated space for foster youth • Referrals to health services, mental health services, housing assistance, and other related services
What are the short-term, and/or long-term requirements/obligations for the college if the proposal is funded?	None.
List titles of personnel needed to implement the grant and note if the positions are new or existing.	A Student Success Coach is currently dedicated to this population 50% time and effort. Grant funds will allow the college to fund a 100% position.
Will it be necessary to reassign existing faculty/staff to implement the grant? If yes, have you obtained approvals?	No.
Describe how many workstations, office space, and/or facilities will be needed to implement the grant?	<ol style="list-style-type: none"> 1. Office for full-time Student Success Coach or Educational Advisor. 2. Initial allocation may be used to remodel existing space to create a student drop in center. The center may include space to provide private counseling, a computer lab, staff offices, and study/leisure space. Funding may also be used to purchase student and staff furniture, technology, and to pay for consultant contracts.
List college and/or district strategic Initiatives that the proposal addresses.	<p>Goal 1: Increase student achievement and success Objectives 1-10.</p> <p>Goal 2: Improve the quality of student life Objectives 1, 4, 6</p> <p>Goal 3: Increase student access Objectives 1-4</p>
Describe who will benefit from the grant if funded and how? (College students, faculty, staff, administrators, high school students, other)	Current and former foster youth students enrolled at Norco College.
Does the grant require community or industry partners? If yes, list partner(s).	Collaboration with social services and community organizations that serve current and former foster youth is expected.
Is there a dollar match requirement? If yes, provide details.	No.
Have you received approval from academic departments and/or student services departments that may be affected by the	Yes (EOPS)

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

grant? (Note: new curriculum and/or programs require prior approval from respective disciplines).	
What information is needed from Institutional Research and Effectiveness to complete the proposal?	Number of current and former foster youth enrolled at Norco College.
If approved, who will develop the proposal?	RCCD Grants Office, Dr. James and Dr. Ocegura
Will it be necessary to hire grant consultants to prepare the proposal? If yes, provide a cost estimate.	No.

GRANTS COMMITTEE APPROVAL

	Co-Chair: _____ Co-Chair: _____ Date _____
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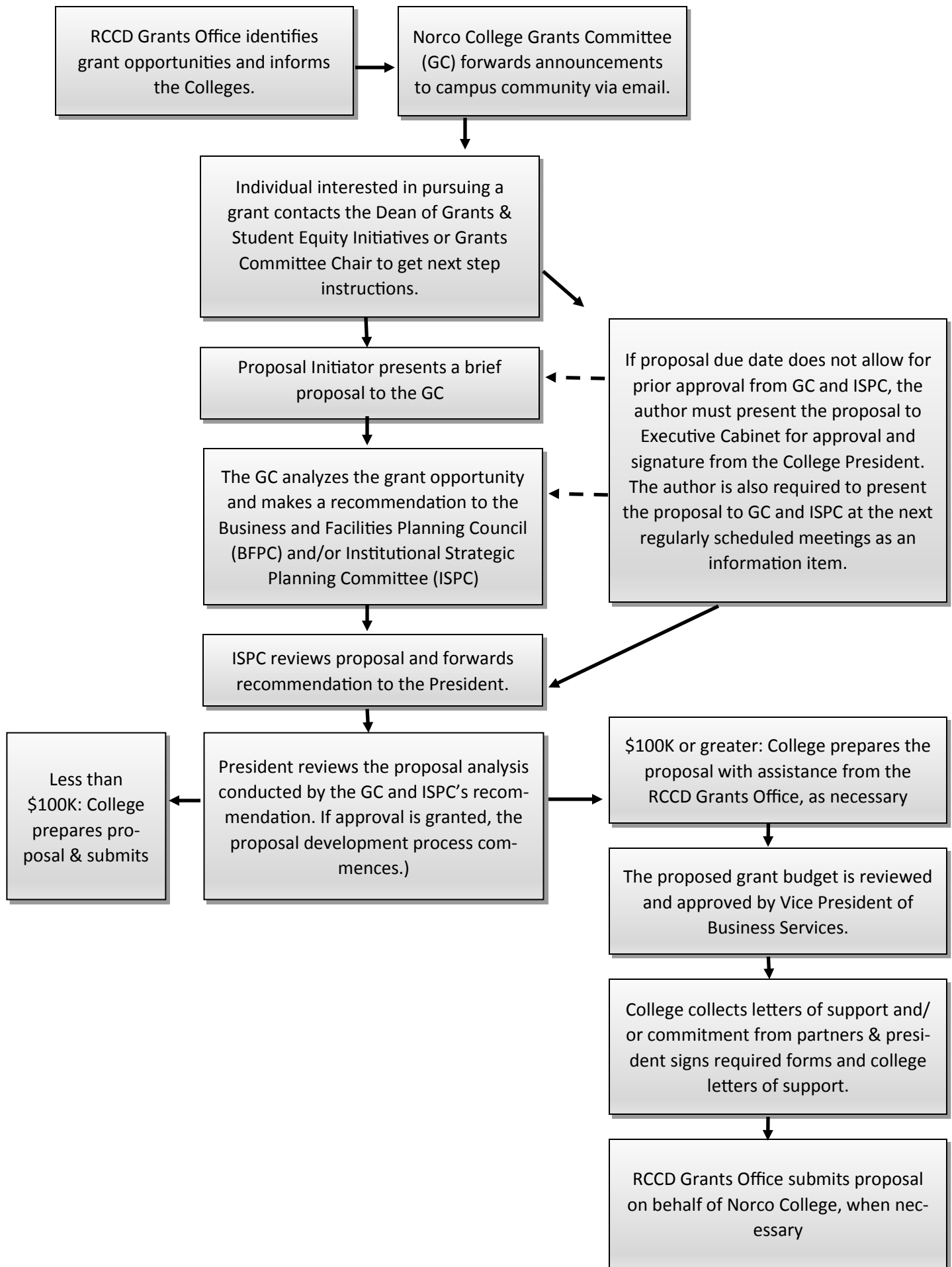
ISPC APPROVAL

	Tri-Chair _____ Tri-Chair _____ Tri-Chair _____ Date _____
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EXECUTIVE CABINET APPROVAL

	_____ College President Date _____
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Norco College Grant Development Process 2017—2018



NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

GRANT PROPOSAL INFORMATION					
Proposal Initiator	Jesse Lopez				
Email Address	Jesse.Lopez@norcocollege.edu				
Phone Number	951.738.7749				
Department	CTE				
Proposal Name/ Title	Clean Energy Training Improvement Program (CETIP)				
Please provide a brief description or an abstract of this proposal.	This project is designed to increase CTE enrollment and develop curriculum for emerging careers in commercial, industrial, and institutional sectors of efficiency, and clean energy generation.				
Funding Agency/ Source	Prop 39 Clean Energy Workforce Program				
Annual Funding	<p>The proposed allocation is <i>up to</i> \$50,000 per funding year, for a total of \$100,000. However, allocations will be determined after the funding agency reviews all grant applications. The amount may be reduced at the discretion of the funding agency.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">2018 February-June</th> <th style="width: 50%; text-align: center;">2018 July-Dec.</th> </tr> </thead> <tbody> <tr style="background-color: #c6e0b4;"> <td style="text-align: center;">\$50,000</td> <td style="text-align: center;">\$50,000</td> </tr> </tbody> </table>	2018 February-June	2018 July-Dec.	\$50,000	\$50,000
2018 February-June	2018 July-Dec.				
\$50,000	\$50,000				
Total Funding	\$100,000				
Grant Duration (start and end dates)	3/2018 – 12/2018				
Proposal Due Date	1/15/18				
List grant Objectives	<p>Objective 1 Build and sustain regional networks of colleges to prepare workforce for the energy sector to improve energy efficiency and expand clean energy generation in the built environment.</p> <p>Objective 2 Leverage assets at multiple colleges across a region to align and regionalize energy efficiency related curriculum.</p> <p>Objective 3 Assure compliance to codes and standards by upgrading workforce capacity, knowledge and skills over the life of the Proposition 39 (SB 73) funding stream</p> <p>Objective 4 Develop sustainable partnerships and methods that link carbon reduction policy and economic development goals to industry needs and education and training programs.</p>				

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

	<p>Objective 5 Elevate the quality of instruction at colleges that have made investments in education in the energy efficiency and renewable energy sector</p> <p>Objective 6 Incentivize (through instructor stipends, etc.) regional cooperation, including curriculum alignment, increased access to certificates, degrees and state-certified apprenticeship programs, increased access to employment, and faculty professional development.</p> <p>Objective 7 Build career pathways that assure student success by connecting student learning outcomes directly to employment opportunities</p> <p>Objective 8 Enroll all energy related pathway students in EDD’s Cal Jobs system and collect outcome data via the Launchboard</p> <p>Objective 9 Prepare the energy efficiency workforce to participate in the construction, repair and maintenance of commercial, industrial, and institutional buildings as required to meet AB 32 requirements (see below for more information on AB32 if you need to know what the bill is about)</p> <p>Objective 10 Coordinate efforts with the community college Sector Navigator and Deputy Sector Navigators in the Energy Efficiency and Utilities Sector</p>												
<p>List grant activities and/or requirements by the funding agency (i.e. services to be provided, curriculum development, activities, etc.)</p>	<p>Improve, develop, and offer courses in the Clean Energy sector, which leads to occupations in the commercial, industrial, and institutional sectors of energy efficiency and clean energy generation. Courses will develop knowledge in one of the TOPs codes specified in the list below.</p> <ul style="list-style-type: none"> For example, create not-for-credit, community education or credit courses, such as “Introduction to Electrical Trades” or “Introduction to Repair and Maintenance”, to develop interest in clean energy courses and occupations. <table border="0"> <thead> <tr> <th>TOPs code</th> <th>TOPs Title</th> </tr> </thead> <tbody> <tr> <td>0934.00</td> <td>Electronics and Electric Technology</td> </tr> <tr> <td>0935.00</td> <td>Electro-Mechanical Technology</td> </tr> <tr> <td>0945.00</td> <td>Industrial Systems Technology and Maintenance</td> </tr> <tr> <td>0952.00</td> <td>Construction Crafts Technology</td> </tr> <tr> <td>0952.20</td> <td>Electrical</td> </tr> </tbody> </table>	TOPs code	TOPs Title	0934.00	Electronics and Electric Technology	0935.00	Electro-Mechanical Technology	0945.00	Industrial Systems Technology and Maintenance	0952.00	Construction Crafts Technology	0952.20	Electrical
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NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

	<p>0953.30 Electrical, Electronic, and Electro-mechanical Drafting</p> <p>0956.00 Manufacturing and Industrial Technology</p> <p>0956.70 Industrial and Occupational Safety and Health</p> <p>Develop and fund marketing, outreach and recruitment activities, which will increase interest and enrollment in clean energy courses. These activities will ensure newly created and emergent courses are promoted to external organizations, including high school students, industry partners, and other labor and workforce partners. For example:</p> <ul style="list-style-type: none">• Fund an Outreach and Recruitment Specialist (50 % FTE) to promote, recruit, and enroll students in clean energy related programs.• Fund new marketing materials, which communicate program improvements to students and employers.• Fund marketing material, which highlights student success in clean energy related programs. <p>Fund professional development opportunities for new and existing faculty and staff relevant to ongoing changes affecting clean energy occupations. These professional development activities may include workshops regarding:</p> <ul style="list-style-type: none">• <i>Relevant industry credentials</i>• <i>Relevant state certifications and permits (i.e. CA Electrician Trainee Card)</i>• <i>Effective teaching models and practices</i>• <i>Team teaching methods</i>• <i>Curriculum integration</i>• <i>Curriculum design/development</i>• <i>Instructional technology workshops</i> <p>Fund Industry stipends for advisors who will work alongside faculty to provide input for course improvement and clean energy program development. Additionally, Industry Advisors will provide expertise related to job skills, employment opportunities, and industry knowledge. Advisors will also provide mentorship pertaining to the clean energy sector by providing classroom visits. Advisors will also meet with Norco College staff, faculty, and management to discuss current industry needs, as it relates to job and employability skills. For example:</p> <ul style="list-style-type: none">• Advisors will engage with management, faculty, and students by participating in classroom presentations, industry
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NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

	panels, industry field trips and other employability related activities.
What are the short-term, and/or long-term requirements/obligations for the college if this proposal is funded?	Curriculum development and professional development opportunities for faculty will be short-term and immediate priorities. Improved marketing efforts to increase enrollment in clean energy courses and new programs are long-term requirements.
List titles of personnel needed to implement the grant and note if the positions are new or existing.	Director, CTE (.25 FTE) Existing Outreach and Recruitment Specialist (.50 FTE) Existing
Will it be necessary to reassign existing faculty/staff to implement this grant? If yes, have you obtained approvals?	No. This does require any work outside of the ongoing curriculum development and improvement process. Ongoing advisory meetings with industry experts will continue to aid faculty in the curriculum development process.
Describe how many workstations, office space, and/or facilities will be needed to implementation this grant?	No. None additional space needed. Existing management and staff will assist with grant implementation. Any new equipment will be stored in existing electrical labs.
List college and/or district strategic Initiatives that this proposal addresses.	Curriculum development, industry partnerships and professional development.
Who will benefit from this grant if funded and how? (College students, faculty, staff, administrators, high school students, other)	High school students, college students, faculty, industry partners and community stakeholders.
Does this grant require community or industry partners? If yes, list partner(s).	Yes, both community partners (high school districts) and industry partners (employers).
Is there a dollar match requirement? If yes, provide details.	No
Is it necessary to seek	

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

approval from academic/student services departments to implement the proposed activities? If yes, have you obtained the necessary approvals?	No, not necessary. Approvals for activities related to clean energy initiatives were previously obtained.
What information is needed from Institutional Research and Effectiveness to complete the proposal?	CTE outcome-related data will be required for the grant completion report in January 2019. This data includes include the number of enrollments and completers from clean energy-related programs, which includes Industrial Automation and Electrical programs.
If approved, who will develop the proposal?	The proposal has been developed. However, the proposal lead may have to refine it based on feedback from the funding agency, shared governance committees and industry advisors.
Will it be necessary to hire grant consultants to prepare this proposal? If yes, provide a cost estimate.	No

COMMITTEE APPROVAL

<i>Date:</i>	
<i>Approvals:</i>	Co-Chair: Co-Chair:

ISPC APPROVAL

<i>Date:</i>	
<i>Approvals:</i>	Tri-Chair: Tri-Chair: Tri-Chair:

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

GRANT PROPOSAL INFORMATION	
Proposal Initiator	Jesse Lopez
Email Address	Jesse.Lopez@norcocollege.edu
Phone Number	951.738.7749
Department	Academic Affairs
Proposal Name/ Title	Awards for Innovation in Higher Education: ACE Support Program
Please provide a brief description or an abstract of this proposal.	Norco College has been invited to apply for a grant offered by the Chancellor’s Office. The purpose of the grant is to expand services to students offered through the ACE program. Since the creation of ACE in 2015, the program has already led to the various successes in student persistence, completion, and job placement. ACE is an excellent candidate for the Innovation grant because this funding focuses on improving innovative programs. It must also lead to improved student success outcomes for populations underrepresented in higher education, including low-income, first generation, and underemployed/unemployed students. The funding can support and expand ACE beyond 9/2018, which is the expiration of the existing Department of Labor Grant.
Funding Agency/ Source	State of California
Annual Funding	TBD
Total Funding	Up to \$1,000,000
Grant Duration (start and end dates)	TBD, based on award
Proposal Due Date	March 19, 2018 (email invitation received December 2017)
List grant Objectives	Improve and expand services provided to students through the ACE program. Increase CTE enrollment, completion, and job placement.
List grant activities and/or requirements by the funding agency (i.e. services to be provided, curriculum development, activities, etc.)	<p>Fund ACE activities, which includes support services offered to students to ensure program completion and job placement.</p> <p>Develop and fund marketing, outreach and recruitment activities, which will increase interest and enrollment in accelerated courses. These activities will ensure newly created and emergent courses are promoted to external organizations, including high school students, industry partners, and other labor and workforce partners.</p> <p>For example:</p>

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

	<ul style="list-style-type: none"> • Fund an Outreach and Recruitment Specialist to promote, recruit, and enroll students in clean related CTE programs. • Fund new marketing materials, which communicate program improvements to students and employers. • Fund marketing material, which highlights student success in related CTE programs. <p>Improve, develop, and offer CTE courses in high-demand, trade-based pathways, which leads to high-wage occupations.</p> <ul style="list-style-type: none"> • For example, create not-for-credit, community education or credit courses, such as “Introduction to Manufacturing” or “Introduction to Repair and Maintenance”, to develop interest in related courses and occupations. <p>Fund Industry stipends for advisors who will work alongside faculty to provide input for course improvement and program development. Additionally, Industry Advisors will provide expertise related to job skills, employment opportunities, and industry knowledge. Advisors will also provide mentorship pertaining to the related sector by providing classroom visits. Advisors will also meet with Norco College staff, faculty, and management to discuss current industry needs, as it relates to job and employability skills. For example:</p> <ul style="list-style-type: none"> • Advisors will engage with management, faculty, and students by participating in classroom presentations, industry panels, industry field trips and other employability related activities.
What are the short-term, and/or long-term requirements/obligations for the college if this proposal is funded?	Funding will support existing staff; no new staff members or space required. ACE program must be accessible for interested students. Sshort-term CTE certificate programs must be accessible for interested students. Improved outreach and marketing efforts to increase enrollment in ACE are long-term requirements.
List titles of personnel needed to implement the grant and note if the positions are new or existing.	Project Director (existing), Outreach Specialist (existing), Student Success Coach (existing)

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

Will it be necessary to reassign existing faculty/staff to implement this grant? If yes, have you obtained approvals?	No. Work on this grant will dovetail with current work assignments.
Describe how many workstations, office space, and/or facilities will be needed to implement this grant?	No new workstations or space required. The plan is to utilize existing workstations and staff.
List college and/or district strategic Initiatives that this proposal addresses.	This program will increase Norco College's program enrollments and completions. Additionally, it will meet <i>Strong Workforce Program (SWP)</i> outcomes/metrics, which includes job placement. ACE also meets the goals of the college's <i>Completion Initiative</i> .
Who will benefit from this grant if funded and how? (College students, faculty, staff, administrators, high school students, other)	High school students, college students, faculty, industry partners and community stakeholders. Students who participate in the program, staff who will continue to be funded in existing positions; faculty who will have additional students to serve in classes. Also, additional FTES generated by this program will lead to increased funding for the college.
Does this grant require community or industry partners? If yes, list partner(s).	Yes, both community partners (high school districts) and industry partners (employers). However, this will not be any additional work beyond standard CTE program advisory and work-based learning.
Is there a dollar match requirement? If yes, provide details.	No.
Is it necessary to seek approval from academic/student services departments to implement the proposed activities? If yes, have you obtained the necessary approvals?	No. Approvals for activities related to ACE initiatives were previously obtained in 2015 with the implementation of the Department of Labor (DOL) grant.
What information is needed from Institutional Research and Effectiveness to complete the proposal?	Standard student outcomes information will be needed. This information is already provided by IR. This includes CTE outcome-related, such as the total number of enrollments and completers from related programs.
If approved, who will develop the proposal?	I am currently developing the proposal. However, I may have to refine it based on feedback from the funding agency, shared governance committees and industry advisors.
Will it be necessary to hire grant	No.

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

consultants to prepare this proposal? If yes, provide a cost estimate.	
COMMITTEE APPROVAL	
<i>Date:</i>	2.28.18
<i>Approvals:</i>	Co-Chair: Co-Chair:
ISPC APPROVAL	
<i>Date:</i>	
<i>Approvals:</i>	Tri-Chair: Tri-Chair: Tri-Chair:

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

GRANT PROPOSAL INFORMATION	
Proposal Initiator	Debra Mustain
Email Address	Debra.mustain@norcocollege.edu
Phone Number	951 372-7114
Department	Academic Affairs
Proposal Name/ Title	ACE Support
Please provide a brief description or an abstract of this proposal.	Norco College has been invited to serve as a sub-grantee for a grant to be secured by Chaffey College as the LEA/fiscal agent. The purpose of the sub-grant is to serve 210 students through the ACE program and/or other short-term CTE certificate programs during a 24-month period.
Funding Agency/ Source	State of California
Annual Funding	\$183,500
Total Funding	\$367,000
Grant Duration (start and end dates)	TBD; sub-grant will run for 24 months once awarded
Proposal Due Date	February 21, 2018 (email received February 14 to invite participation; email was sent to grant committee chairs to begin approval process as soon as sufficient information was provided by Chaffey College.
List grant Objectives	Serve 210 students through the ACE program and/or other short-term CTE certificate programs during a 24-month period. 70% of program participants must be low-income.
List grant activities and/or requirements by the funding agency (i.e. services to be provided, curriculum development, activities, etc.)	Norco College staff leading and supporting this project must attend required meetings, complete reports, and work to accomplish the overall goals and objectives of the grant in partnership with Chaffey College. Chaffey College and Reading and Beyond (a 501c3 corporation) will assist Norco College staff with recruitment activities and will serve as the lead fiscal agent for reporting purposes with the State of CA.
What are the short-term, and/or long-term requirements/obligations for the college if this proposal is funded?	Funding will support existing staff; no new staff members or space required. ACE program must be accessible for interested students; short-term CTE certificate programs must be accessible for interested students.
List titles of personnel needed to implement the grant and note if the positions are new or existing.	Project Director (existing), Outreach Specialist (existing), Student Success Coach (existing)
Will it be necessary to reassign existing faculty/staff to implement this grant? If	No. Work on this sub-grant will dovetail with

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

yes, have you obtained approvals?	current work assignments.
Describe how many workstations, office space, and/or facilities will be needed to implement this grant?	No new workstations or space requirements-all existing.
List college and/or district strategic Initiatives that this proposal addresses.	This program will increase Norco College's completions as well as improve Strong Workforce Program outcomes/metrics.
Who will benefit from this grant if funded and how? (College students, faculty, staff, administrators, high school students, other)	Students who participate in the program, staff who will continue to be funded in existing positions; faculty who will have additional students to serve in classes.
Does this grant require community or industry partners? If yes, list partner(s).	Only for normal program advisory and work-based learning (part of normal operations).
Is there a dollar match requirement? If yes, provide details.	No.
Is it necessary to seek approval from academic/student services departments to implement the proposed activities? If yes, have you obtained the necessary approvals?	No.
What information is needed from Institutional Research and Effectiveness to complete the proposal?	None.
If approved, who will develop the proposal?	Information provided to Chaffey College who will develop and submit the proposal.
Will it be necessary to hire grant consultants to prepare this proposal? If yes, provide a cost estimate.	No.

COMMITTEE APPROVAL

<i>Date:</i>	2.23.18
<i>Approvals:</i>	Co-Chair: Co-Chair:

ISPC APPROVAL

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

<i>Date:</i>	
<i>Approvals:</i>	Tri-Chair: Tri-Chair: Tri-Chair:

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

GRANT PROPOSAL INFORMATION																									
Proposal Initiator	Dr. Kevin Fleming																								
Email Address	Kevin.Fleming@norcocollege.edu																								
Phone Number	951-372-7880																								
Department	Career & Technical Education																								
Proposal Name/ Title	Bank of America Grant Opportunity																								
Please provide a brief description or an abstract of this proposal.	<p>This grant will provide the college the opportunity to improve economic mobility and equality for low-moderate-income community members by removing barriers to affordability for our high-cost CTE programs.</p> <p>Launa Wilson at the RCCD Foundation is coordinating a proposal for all three colleges.</p>																								
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Grant Duration (start and end dates)	2018 – One time Funding																								
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List grant Objectives	<p>Remove economic barriers and improve employability for low/moderate income residents, targeting specific high performing and high wage programs.</p> <p>Offset significant out of pocket expenses related to program participation:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="width: 80%;">Electrician Program – Student equipment needs</th> <th style="width: 20%;">Cost</th> </tr> </thead> <tbody> <tr> <td>Greenlee 0159-11 28-Piece Master Electrician's Tool Kit</td> <td style="text-align: right;">\$459.00</td> </tr> <tr> <td>Fluke Multimeter</td> <td style="text-align: right;">\$151.00</td> </tr> <tr> <td>OSHA & First Aid Certification fees</td> <td style="text-align: right;">\$92.00</td> </tr> <tr> <td>Conduit Bender, Power Drill, wire tester, &Sawzall</td> <td style="text-align: right;">\$387.00</td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right;">\$1,089</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #e0e0e0;"> <th style="width: 80%;">Facility Maintenance Program – Student equipment needs</th> <th style="width: 20%;">Cost</th> </tr> </thead> <tbody> <tr> <td>Craftsman 444 piece Mechanics Tool Set, Silver</td> <td style="text-align: right;">\$479.00</td> </tr> <tr> <td>Paladin Tools Ultimate Technician Tool Kit Network tool/tester kit</td> <td style="text-align: right;">\$590.00</td> </tr> <tr> <td>Westward SAE Tradesman Tool Set, Plumber Model: 4VCP7</td> <td style="text-align: right;">\$540.00</td> </tr> <tr> <td>OSHA & First Aid Certification fees</td> <td style="text-align: right;">\$92</td> </tr> <tr> <td>Rothenberger 70615 Plumber's Repair</td> <td style="text-align: right;">\$282</td> </tr> </tbody> </table>	Electrician Program – Student equipment needs	Cost	Greenlee 0159-11 28-Piece Master Electrician's Tool Kit	\$459.00	Fluke Multimeter	\$151.00	OSHA & First Aid Certification fees	\$92.00	Conduit Bender, Power Drill, wire tester, &Sawzall	\$387.00	Total	\$1,089	Facility Maintenance Program – Student equipment needs	Cost	Craftsman 444 piece Mechanics Tool Set, Silver	\$479.00	Paladin Tools Ultimate Technician Tool Kit Network tool/tester kit	\$590.00	Westward SAE Tradesman Tool Set, Plumber Model: 4VCP7	\$540.00	OSHA & First Aid Certification fees	\$92	Rothenberger 70615 Plumber's Repair	\$282
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NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

	Tool Kit	
	Total	\$1,983
	Game Development Program – Student equipment needs	Cost
	Alienware 17 (Intel) w/ Intel Core 17.3 inch Gaming Laptop	\$1,400
	Software licenses (Unity, Zbrush, Autodesk, GameMaker)	\$1,246
	Mobliedevice, headset, earphones.	\$750
	Total	\$3,396
List grant activities and/or requirements by the funding agency (i.e. services to be provided, curriculum development, activities, etc.)	Bank of America is prioritizing economic mobility focused on the needs of individuals and families, by investing in workforce development and education.	
What are the short-term, and/or long-term requirements/obligations for the college if this proposal is funded?	Provide success metrics to funding providers at Bank of America. No long term requirements.	
List titles of personnel needed to implement the grant and note if the positions are new or existing.	Dr. Kevin Fleming, Dean of Instruction, CTE Launa Wilson, Executive Director, RCCD Foundation No new positions	
Will it be necessary to reassign existing faculty/staff to implement this grant? If yes, have you obtained approvals?	No	
Describe how many workstations, office space, and/or facilities will be needed to implement this grant?	None	
List college and/or district strategic Initiatives that this proposal addresses.	Goal 1: Increase Student Achievement and Success Goal 3: Increase student access Goal 5: Strengthen Student Learning	
Who will benefit from this grant if funded and how? (College students, faculty, staff, administrators, high school students, other)	College students	
Does this grant require community or industry partners? If yes, list partner(s).	This opportunity will strengthen the partnership with Bank of America, opening further opportunities for funding.	
Is there a dollar match requirement? If yes, provide details.	No	

NORCO COLLEGE GRANTS COMMITTEE

GRANT PROPOSAL INFORMATION FORM

Is it necessary to seek approval from academic/student services departments to implement the proposed activities? If yes, have you obtained the necessary approvals?	Dr. Fleming will work with the academic departments to ensure scholarship amounts will be sufficient to cover out of pocket expenses.
What information is needed from Institutional Research and Effectiveness to complete the proposal?	None
If approved, who will develop the proposal?	Dr. Kevin Fleming will work with Launa Wilson at the District Foundation office.
Will it be necessary to hire grant consultants to prepare this proposal? If yes, provide a cost estimate.	Launa Wilson has taken the lead on preparing and submitting the proposal.
COMMITTEE APPROVAL	
<i>Date:</i>	
<i>Approvals:</i>	Co-Chair: Co-Chair:
ISPC APPROVAL	
<i>Date:</i>	
<i>Approvals:</i>	Tri-Chair: Tri-Chair: Tri-Chair: