Hartnell College - Office of Institutional Advancement
Grant Concept Form

September 2019

1. New/Renewal Grant Project – What do you want to do?

Title: Song Brown Registered Nurse Education Special Program Award

Website: https://oshpd.ca.gov/loans-scholarships-grants/grants/song-brown/

Abstract:

Hartnell College is requesting $125,000 from Song-Brown to build out its nursing academic and career pathways. With student access policies and practices firmly in place, Hartnell's Health Career Pathway has proposed 4 new goals: decrease time to completion for nursing students through an expanded mix of dual/concurrent enrollment opportunities; generate "earn and learn" opportunities such as student internships and apprenticeships for reentry registered nurses or nurses interested in a new role; extend affiliation agreements for clinical experiences with nontraditional and community-based healthcare agencies; and improve steering committee engagement and investment. In summary, this grant would fund the exploration of evolving roles of the nurse in Monterey County, seek new partnerships, strengthen employer relationships, and maintain the current healthcare professions pathway's sustainable system.

2. Alignment with College Strategic Plan and Feasibility

0 % **Goal 1** – Increase Student Completion

20 % **Goal 2** – Increase Student Completion Efficiency

0 % **Goal 3** – Increase Student Transfer to 4-Year Institute

80 % **Goal 4** – Improve Student Employment Subsequent to Training or Completion

List Strategic Goals
Link to Hartnell College Strategic Plan

1A, 2A, 6A

Be prepared to provide data to support scoring below such as Labor Market Data.

Scoring Criteria   (1-5, WEAK to STRONG)

	Scoring Criteria	Score
1)	Staff expertise/experience in similar projects	5
2)	Compelling need in college or community	5
3)	Strong business/community/education partnerships	5
4)	Reasonable regulations for managing grants	4
5)	Low demand on resources (space, equipment, etc.)	3
6)	Capable of sustaining project after grant ends	5
	TOTAL (30 possible)	

List Accreditation Standards (i.e. II.A.)
Link to Accreditation Standards

IA, IIA

3. If the project is for broad institutional capacity building, what are the plans for institution-wide development & implementation of proposed activities?

Activities supported in the Song Brown Special Program grant proposal align with the College's goal to increase student enrollments and increase student completion efficiency. Proposed activities would result in shortened times to degree completion, increased clinical training sites and job placements, and new affiliation agreements with nontraditional community healthcare delivery agencies.

4. Does the project align with or overlap current activities or events? If yes, please provide information about activities and how current directors and programs staff are involved in developing this new project/grant proposal.

Goals and activities were written to align with deliverables included in the Foundation's Central California Alliance for Health planning grant proposal to study the feasibility of housing a healthcare clinic in the new Nursing and Health Sciences building. Also, goals align with those included in Hartnell's 2019-2020 California Community College Chancellor's Office Nursing Enrollment/Expansion and Assessment Grant.

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5. Grant Type	Due Date	6. Fiscal Information - Fiscal Agent	
(●) New	01/12/20	(●) College	( ) Foundation
( ) Continuation		**Indirect Cost Rate:** 4%	
Funding Source	**Agency/Org**	**Amount of Funds Available**	
Public	Office of Statewide Health Planning and Development Healthcare Workforce Development Division	$125,000	
(●) State ( ) Federal		**7. Does proposed project require matching funds or in-kind contributions?**	
Private		(●) No ( ) Yes, please complete 15. Budget Plan	
( ) Foundation		**8. Intellectual Property** *Will proposed project result in the development of an intellectual property?*	
( ) Corporation			
( ) Individual		(●) No ( ) Yes, please explain below:	
9. Grant Timeline			
Grant Start Date:	**Grant Ending Date:**		
07/01/20	06/30/22		

10. PI/Proposal Lead	11. Additional Partners *Will this project include other agencies?*
Proposal Lead: Debra Kaczmar	( ) No (●) Yes, please explain below:
Title: Dean of Academic Affairs, Nursing and Allied Health	Expansion of Nursing and Allied Health Advisory Committee. Members to be determined.
College Department: Nursing and Allied Health	
Phone: 770.6146	
Email: dkaczmar@hartnell.edu	

12a. Human Resources - Staffing Positions to Support the Grant
What new/continuing positions will be created to meet the proposed project objectives?
Please list proposed titles and one sentence job description below; include estimated cost detail and source of funding:

Grant would fund 2 part-time nursing instructors and health pathway coordinator for the duration of the project.

12b. Will proposed project require HCCD to eventually absorb the cost of staffing for the project?
(●) No ( ) Yes, please explain below and complete 16a and 16b. Sustainability and Budget Plan:

13a. Facilities, Furniture and Equipment Resources to Support the Grant
What new and/or remodeled space will be needed (e.g. offices, lab and activity space, etc.)?
What furniture will be needed (e.g. workstations for staff, tables and chairs, etc.)?
What equipment will be needed (e.g. computers/laptops for staff, phones, etc.)?
Please describe below and include estimated cost and source of funding:

N/A

13b. Will proposed facilities, furniture and equipment needs continue after grant?

(●) No   ( ) Yes, please explain below and complete 16a and 16b. Sustainability and Budget Plan

N/A

14a. Impact to Student Affairs and its resources?
What current resources will be used to implement this grant?
What new resources will be needed?

N/A

14b. Impact to Institutional Research and Information Technology resources?
What new institutional research will be needed (e.g. evaluation, new data sets, new reports)?
What new informational technology will be needed (e.g. new or additional software)?

N/A

14c. Will proposed institutional research and IT needs continue after grant?

(●) No   ( ) Yes, please explain below and complete 16a and 16b. Sustainability and Budget Plan

N/A

15. Budget Plan – over term of grant

	Grant	HCCD Match	Match Other
Personnel Instructional	$ 70,000		
Personnel Non-instructional	$ 30,000		
Operating	$ 20,000		
Equipment	$ 0		
Indirect	$ 5,000		
TOTAL	$ 125,000		

Budget Notes:

16a. If proposed activities will continue after grant funding ends, what are the plans for sustainability? Indicate years and activities that will be included in Program Planning and Assessment (PPA) and Resource Requests. Complete 16b. Budget Plan-after grant term ends

Proposed activities would restructure the existing nursing strategic plan based on outcome data and data from a new community needs assessment. Activities would bolster the healthcare employer steering and advisory committees and would jump start initiatives needed to reduce time to degree completion and to increase clinical learning opportunities. Activities would continue after the grant, but would not generate a need for more resources.

16b. Budget Plan –HCCD institutional commitment – after grant term ends

FY	20 /20	20 /20	20 /20
Personnel Instructional			$ 0
Personnel Non-instructional			$ 0
Operating			$ 0
Other			$ 0
TOTAL			$ 0

Budget Notes:

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17. Academic Senate -New Programs, Curriculum and/or Faculty — *Does the proposal include new programs, curriculum, or faculty?*

(●) **No** ( ) **Yes,** proposed date to present to Academic Senate: _____; please list faculty members involved in development below:

18. The proposed project supports the goals and objectives of Hartnell College. *The following signatures are the responsibility of the Proposal Lead:*

Support	Do Not Support		
(●)	( )	Debra Kaczmar	Digitally signed by Debra Kaczmar Date: 2020.01.23 13:25:03 -08'00'
		Proposal Lead	Date
(●)	( )	Debra Kaczmar	Digitally signed by Debra Kaczmar Date: 2020.01.23 13:24:29 -08'00'
		Dean	Date
(x)	( )	*Cathryn Wilkinson*	Digitally signed by Cathryn Wilkinson
		VP	3-27-20 Date

19. The proposed project supports the goals and objectives of Hartnell College. *The following signatures are the responsibility of the Office of Institutional Advancement:*

Support	Do Not Support		
( )	( )		
		Academic Senate	Date
(X)	( )	Jackie Cruz	Digitally signed by Jackie Cruz DN: cn=Jackie Cruz, o=Hartnell College, ou, email=jcruz@hartnell.edu, c=US Date: 2020.03.27 09:31:46 -07'00'
		Vice President of Advancement and Development	Date
(✓)	( )	*Paul Luciano*	04/02/20
		Accounting Manager	Date
( )	( )		
		VP Administrative Services	Date
(X)	( )	*[signature]*	4/3/2020
		Director/VP (as required)	Date
( )	( )		
		Director/VP (as required)	Date

20. Approval *The proposed project is approved and supports the goals and objectives of Hartnell College.*

Approved	Not Approved		
( )	( )		
		Superintendent/President	Date