



# Hartnell College - Office of Institutional Advancement

## Grant Concept Form

November 2020

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

**Title:** Higher Education Student Housing Grant Program

**Website:** [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202120220SB169](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220SB169)

**Abstract:** Fill in Abstract below:

California community colleges may submit requests for planning grants for campuses that are exploring or determining if it is feasible to offer affordable student housing. Up to \$25 million of total program funding is available for this purpose.

### 2. Alignment with the College Strategic Plan and Feasibility

45 \_\_\_\_\_ % **Goal 1** - Increase Student Completion

[Link to Hartnell College Strategic Plan](#)

45 \_\_\_\_\_ % **Goal 2** - Increase Student Completion Efficiency

10 \_\_\_\_\_ % **Goal 3** - Increase Student Transfer to 4 Year Institute

0 \_\_\_\_\_ % **Goal 4** - Improve Student Employment Subsequent to Training or Completion

100 \_\_\_\_\_ % **Total (should equal 100)**

**Please provide a list of the Hartnell values that this grant fulfills:**

[Hartnell College's Values](#)

Students First

Diversity, Equity, and Inclusion

Innovation

Health, Safety, and Security

~~"we commit to providing a healthy, safe, and secure environment for all students..."~~

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

**\* Scoring Criteria (1-5 WEAK to STRONG)**

- |   |            |
|---|------------|
| 1) Staff expertise/experience in similar projects   | 4<br>_____ |
| 2) Compelling need in college or community          | 5<br>_____ |
| 3) Strong business/community/education partnerships | 5<br>_____ |
| 4) Aligns with new funding formula                  | 5<br>_____ |
| 5) Low demand on resources (space, equipment, etc.) | 0<br>_____ |
| 6) Capable of sustaining project after grant ends   | 3<br>_____ |

**Total:** 22 (Total should not exceed 30)

**List Accreditation Standards (i.e.; II.A.):**

[Link to Accreditation Standards](#)

II.B., III.B.



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

This project would impact a minimum of 200 FTES providing affordable housing during their full time academic years.

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

To be determined but likely aligned with several objectives to enhance student success.



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5. Grant Type		Due Date
<input checked="" type="checkbox"/> New		10/30/2021
Continuation		10/30/2021
Funding Source		Agency/Organization
<b>Public:</b> <input checked="" type="checkbox"/> State    Federal		Department of Finance, State of California
<b>Private:</b> Foundation    Corporation Individual		
6. Fiscal Information - Fiscal Agent		
<input checked="" type="checkbox"/> College	Foundation	Indirect Cost Rate: 30      Grant Amount: 325,000
7. Does the proposed project require matching funds or in-kind contributions?		
<input checked="" type="checkbox"/> No	Yes	If yes, explain: N/A
8. Intellectual Property		
<i>Will the proposed project include the development of intellectual property?</i>		
<input checked="" type="checkbox"/> No	Yes	If yes, explain: N/a
9. Grant Timeline		
Grant Start Date: 03/01/2022	Grant Ending Date: 03/01/2023	
10. Proposal Lead		
• Proposal Lead:	Steven Crow	
• Title:	VP Administrative Services	
• College Department:	Administrative Services	
• Phone:	5309058488	
• Email:	scrow@hartnell.edu	



**11. Additional Partners**

*Will this project include other agencies?*

No     Yes

If yes, explain: DSA and potential donors and partners. This is a feasibility study that will determine additional details.

**12a. Human Resources - Staffing Positions to Support the Grant**

*What new/continuing positions will be created to meet the proposed project objectives?*

*Please list the proposed titles and one-sentence job description below; include cost detail and a source of funding.*

No new positions are proposed at this time, however, if the District decides to move forward with Student Housing there is a potential for positions to be created.

**12b. Will the proposed project require HCCD to eventually absorb the cost of staffing for the project?**

No    Yes    If yes, explain below and complete 16a and 16b:

No, the feasibility study will consider sustainable models for self funding through rents and and appropriate grants and donor participation.



**13a. Facilities, Furniture and Equipment Resources to Support the Grant**

*Will new/remodeled space be needed? (e.g. offices, lab and activity space, etc.)?*

*If so, please confer with Facilities to review the underutilized space map and describe plans below.*

*Will furniture and equipment be needed (e.g. workstations for staff, computers, phones, chairs, etc.)?*

*If so, include the estimated cost and source of the funding below.*

Not for the study, however, the project would eventually entail application for a construction grant and associated FF&E.

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

No       Yes      If yes, explain below and complete 16a and 16b:

No, not for the feasibility grant.

**14a. Impact on Student Affairs and its resources?**

*What current resources will be used to implement this grant?*

*What new resources will be needed?*

This is not currently known but would be an objective of the feasibility grant.



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### 14b. Impact on Institutional Resource 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.)*

Routine data requests may be necessary.

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

No       Yes      If yes, explain below and complete 16a and 16b:

Not after the feasibility study has been completed but could be needed if the decision to move forward with a construction grant application.

### 15. Budget Plan – over the term of the grant

	Grant	HCCD Match	Match Other
Personnel Instructional	0		
Personnel Non-Instructional	0		
Operating	227500		
Equipment	0		
Indirect	97500		
<b>Total</b>	<b>325,000</b>		

#### Budget Notes:

The CCLC (League) has identified firms that provide most of the services for a feasibility study but would not be the entire grant amount. A budget will need to be modified once the award is made with more details.



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### 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.

N/A Only if the decision is made to apply for a construction grant.

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

Fiscal Year:			
Personnel Instructional			
Personnel Non-Instructional			
Operating			
Other			
<b>Total</b>			

#### Budget Notes:

N/A Only if the decision is made to apply for a construction grant.

### 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 the Academic Senate: \_\_\_\_\_ N/A

#### List faculty members involved in development:

N/A



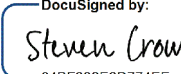


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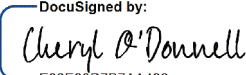
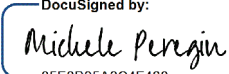
### 18. The proposed project supports the goals and objectives of Hartnell College

The following signatures are the responsibility of the Proposal Lead:

<b>Support</b> X	<b>Do Not Support</b>	DocuSigned by:  <small>04BF332E2D774EE...</small> <b>Proposal Lead</b>	11/04/2021 <hr/> <b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	DocuSigned by:  <small>05E3B95A6C4F480...</small> <b>Dean</b>	11/04/2021 <hr/> <b>Date</b>
<b>Support</b> X	<b>Do Not Support</b>	DocuSigned by:  <small>05E3B95A6C4F480...</small> <b>VP</b>	11/04/2021 <hr/> <b>Date</b>

### 19. The proposed project supports the goals and objectives of Hartnell College

The following signatures are the responsibility of the Office of Institutional Advancement:

<b>Support</b>	<b>Do Not Support</b>	DocuSigned by:  <small>E80E80D7B7AA498...</small> <b>Academic Senate</b>	11/12/2021 <hr/> <b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	DocuSigned by:  <small>05E3B95A6C4F480...</small> <b>Vice President of Advancement and Development</b>	11/12/2021 <hr/> <b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	<hr/> <b>Accounting Manager</b>	<hr/> <b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	<hr/> <b>Vice President of Administrative Services</b>	<hr/> <b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	<hr/> <b>Vice President of Information Technology</b>	<hr/> <b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	<hr/> <b>Vice President of Human Resources</b>	<hr/> <b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	<hr/> <b>Director/Vice President (as required)</b>	<hr/> <b>Date</b>





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**20 . Approval**

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

**Support    Do Not Support**

\_\_\_\_\_  
**Superintendent/President**

\_\_\_\_\_  
**Date**