Hartnell College - Office of Institutional Advancement
Grant Concept Form

November 2020

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

Title: USDA Higher Education Challenge (HEC) Grants Program

Website: https://nifa.usda.gov/funding-opportunity/higher-education-challenge-hec-grants-program

Abstract: Fill in Abstract below:

This grant would be for our participation in a three-year program led by Cal Poly- San Luis Obispo to increase student awareness, interest, and participation in agricultural mechatronics at the secondary level, and therefore increase enrollment in the manufacturing technology program at Hartnell College, and transfer to Cal Poly.

2. Alignment with the College Strategic Plan and Feasibility

<u>Link to Hartnell College Strategic Plan</u>

50 ____ % **Goal 1 -** Increase Student Completion

0 ____ % **Goal 2 -** Increase Student Completion Efficiency

37.5 ____ % **Goal 3 -** Increase Student Transfer to 4 Year Institute

12.5 ____ % **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, Alliances, Leadership and Empowerment, Innovation

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
   2) Compelling need in college or community   4
   3) Strong business/community/education partnerships   4
   4) Aligns with new funding formula   3
   5) Low demand on resources (space, equipment, etc.)   5
   6) Capable of sustaining project after grant ends   1

Total: _21_____ (Total should not exceed 30)

List Accreditation Standards (i.e.; II.A.):   <u>Link to Accreditation Standards</u>
II.A, II.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 is mostly forcused on recruitment for the manufacturing technology program and would utilize the ag ambassadors students in it's recruitment. However, it would also benefit other agricultural instructors to participate in recruitment, too.

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.

The Ag Ambassadors course already plans to inprove recruitment efforts at local high schools. This grant would improve the quality fo the recruitment, and also expand on the types of interests of the students being recruited.

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5. Grant Type	Due Date
x New	03/18/2021
Continuation	03/18/2021
Funding Source	**Agency/Organization**
Public: State x Federal **Private:** Foundation Corporation Individual	USDA

6. Fiscal Information - Fiscal Agent
x   College   Foundation   Indirect Cost Rate: 0.30   Grant Amount: 111,767.40

7. Does the proposed project require matching funds or in-kind contributions?
x   No   Yes   If yes, explain: N/A

8. Intellectual Property   *Will the proposed project include the development of intellectual property?*
x   No   Yes   If yes, explain: N/A

9. Grant Timeline
Grant Start Date: 08/01/2021 _____   Grant Ending Date: 05/31/2024 _____

10. Proposal Lead
• Proposal Lead: Richard Chapman   • Title: Agriculture Engineering Instructor   • College Department: Agriculture   • Phone: 2096286589   • Email: rchapman@hartnell.edu

11. Additional Partners
Will this project include other agencies?

No   x Yes   If yes, explain: Cal Poly- San Luis Obispo is the lead on this recruitment effort.

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.

N/A

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

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

N/A

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.

N/A

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

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

N/A

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

A pathway coordinator would be requested to attend the five annual recruitment activities per year for the three years. Their time could be compensated from this grant.

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.)

Cal Poly will conduct a survey of the students before and after they attend the "Touchpoint" activity and the "Ag Tech Competition" to evaluate what they have learned about careers in agriculture.

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

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

N/A

15. Budget Plan – over the term of the grant

	Grant	HCCD Match	Match Other
Personnel Instructional	17,898		
Personnel Non-Instructional	33,000		
Operating	35,000		
Equipment	10,000		
Indirect	15869.40		
Total	111,767.40		

Budget Notes:
The instructional budget would be for an annual faculty stipend.
The non-instructional budget would be for student stipends, advising, and pathway coordinator time reimbursement.
The operating expenses would involve consumables and travel used for the recruitment efforts.
The equipment would be purchased in the first two years of the grant to serve the duration of the grant properly.

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.

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This grant is for a three-year program only. The leading university (Cal Poly) would need to
re-initiate this grant beyond three years.
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16b. Budget Plan – HCCD institutional commitment – after grant term ends

Fiscal Year:			
Personnel Instructional			
Personnel Non-Instructional			
Operating			
Other			
Total			

Budget Notes:
N/A

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

x No   Yes   Proposed date to present to the Academic Senate: ____03/13/2021_____

List faculty members involved in development:
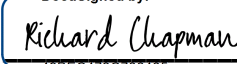
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Richard Chapman, Mechatronics
Instructor
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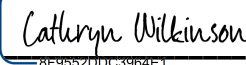
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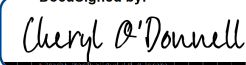## Grant Concept Form

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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:

Support	Do Not Support		
X		DocuSigned by: *Richard Chapman* — 49BEC473C786485...	03/13/2021
		Proposal Lead	**Date**

Support	Do Not Support		
		DocuSigned by: *Clint Cowden* — 6E57723A4A76474...	03/15/2021
		Dean	**Date**

Support	Do Not Support		
		DocuSigned by: *Cathryn Wilkinson* — 8F9552DDC3964E1...	03/26/2021
		VP	**Date**

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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		
X		DocuSigned by: *Cheryl O'Donnell* — E80E80D7B7AA498...	04/02/2021
		Academic Senate	**Date**

Support	Do Not Support		
		Vice President of Advancement and Development	**Date**

Support	Do Not Support		
		Accounting Manager	**Date**

Support	Do Not Support		
		Vice President of Administrative Services	**Date**

Support	Do Not Support		
		Vice President of Information Technology	**Date**

Support	Do Not Support		
		Vice President of Human Resources	**Date**

Support	Do Not Support		
		Director/Vice President (as required)	**Date**

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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**