



# Hartnell College - Office of Institutional Advancement

## Grant Concept Form

November 2020

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

**Title:** Song Brown Registered Nurse Education Capitation Award

**Website:** <https://hcai.ca.gov/loans-scholarships-grants/>

**Abstract:** Fill in Abstract below:

Hartnell College is requesting \$10,000 per qualified student during the two-year funding cycle to maintain and expand nursing enrollments. The grant would fund two clinical nurse instructor positions and student support and learning material expenses needed to increase enrollment from 40 to 50 new generic and LVN-to-RN students each year. In addition, the Song-Brown Nursing Education Capitation grant would fund professional development activities necessary to generate new community-based health and wellness model learning activities, establish new clinical learning experiences, and fund the wages and benefits required for part-time faculty remediation and onboarding.

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

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

[Link to Hartnell College Strategic Plan](#)

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

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

10 \_\_\_\_\_ % **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](#)

Academic and Service Excellence; Diversity, Equity, and Inclusion; Innovation; Stewardship of Resources; Health, Safety, and Security

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

**Total:** <sup>2</sup> \_\_\_\_\_ (Total should not exceed 30)

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

[Link to Accreditation Standards](#)

IB; IIA; IIB



**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 Capitation grant proposal align with the College's goal to increase student enrollment and increase student completion efficiency. Proposed activities would fund staffing needs and student support services for at least 20 additional RN graduates during the term of the grant.

**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.**

Goals and activities were written to expand enrollment and to supplement 2022-2023 included in Hartnell's California Community College Chancellor's Office Education Investment Program award.



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5. Grant Type		Due Date
New		
<input checked="" type="checkbox"/> Continuation		11/15/2022
Funding Source		Agency/Organization
<b>Public:</b> <input checked="" type="checkbox"/> State    Federal	California Department of Health Care Access and Information (HCAI)	
<b>Private:</b> Foundation    Corporation Individual		
6. Fiscal Information - Fiscal Agent		
College	Foundation	Indirect Cost Rate: 15      Grant Amount: 900,000
7. Does the proposed project require matching funds or in-kind contributions?		
<input checked="" type="checkbox"/> No    Yes    If yes, explain:		
8. Intellectual Property		
<i>Will the proposed project include the development of intellectual property?</i>		
<input checked="" type="checkbox"/> No    Yes    If yes, explain:		
9. Grant Timeline		
Grant Start Date: <u>07/01/2023</u>	Grant Ending Date: <u>06/30/2025</u>	
10. Proposal Lead		
<ul style="list-style-type: none"> <li>• Proposal Lead:</li> <li>• Title:</li> <li>• College Department:</li> <li>• Phone:</li> <li>• Email:</li> </ul>	Debra Kaczmar _____ Dean of Academic Affairs _____ Nursing and Health Sciences _____ 8317706140 _____ dkaczmar@hartnell.edu _____	



**11. Additional Partners**

*Will this project include other agencies?*

No       Yes      If yes, explain:

**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.*

The Song Brown Capitation Award would fund two part-time nursing clinical instructors. Instructors would provide clinical education to nursing students in acute and community-based learning environments.

**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:



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### 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.*

No

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

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

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

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

*What new resources will be needed?*

current staff and student affairs resources.  
No increased need for resources is anticipated.



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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.)*

No new IT resources are required.

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

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

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

	Grant	HCCD Match	Match Other
Personnel Instructional	200,000		
Personnel Non-Instructional	150,000		
Operating	365,000		
Equipment	200,000		
Indirect	135,000		
<b>Total</b>	900,000		

#### Budget Notes:

N/A



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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.

wages and expenses associated with professional development, faculty remediation, and student learning materials will end when the grant expires. The District has no financial obligation to maintain activities related to a temporary increase in enrollment.

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

Fiscal Year:	07/01/2023	07/01/2024	07/01/2025
Personnel Instructional			
Personnel Non-Instructional			
Operating			
Other			
<b>Total</b>			

#### Budget Notes:

N/A

### 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: \_\_\_\_\_

List faculty members involved in development:

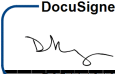

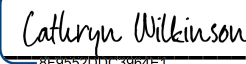


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### 18. The proposed project supports the goals and objectives of Hartnell College

The following signatures are the responsibility of the Proposal Lead:

<b>Support</b> X	<b>Do Not Support</b>	DocuSigned by:  <small>B354A1316DE944B...</small> <b>Proposal Lead</b>	04/14/2023
			<b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	DocuSigned by:  <small>05E3B95A6C4F480...</small> <b>Dean</b>	04/17/2023
			<b>Date</b>
<b>Support</b> X	<b>Do Not Support</b>	DocuSigned by:  <small>8F9552DDC3964E1...</small> <b>VP</b>	04/17/2023
			<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>	_____	_____
		<b>Academic Senate</b>	<b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	_____	_____
		<b>Vice President of Advancement and Development</b>	<b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	_____	_____
		<b>Accounting Manager</b>	<b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	_____	_____
		<b>Vice President of Administrative Services</b>	<b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	_____	_____
		<b>Vice President of Information Technology</b>	<b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	_____	_____
		<b>Vice President of Human Resources</b>	<b>Date</b>
<b>Support</b>	<b>Do Not Support</b>	_____	_____
		<b>Director/Vice President (as required)</b>	<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**