Hartnell College - Office of Institutional Advancement
Grant Concept Form

March 2020

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

Title: TRIO Talent Search

Website: https://www2.ed.gov/programs/triotalent/index.html

Abstract:

The Talent Search program identifies and assists individuals from disadvantaged backgrounds who have the potential to succeed in higher education. Hartnell College proposed to serve 500 students from the Salinas High School District. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The program publicizes the availability of financial aid and assist participant with the postsecondary application process.

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2. Alignment with the College Strategic Plan and Feasibility

Link to Hartnell College Strategic Plan

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

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

30 ____ % **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, Students First, Diversity, Equity, and Inclusion, Alliances, Leadership and Empowerment and Innovation.

Be prepared to provide data to support scoring below such as Labor Market Data.
* Scoring Criteria (1-5 WEAK to STRONG)

	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) Aligns with new funding formula	5
5) Low demand on resources (space, equipment, etc.)	4
6) Capable of sustaining project after grant ends	2

Total: 28 _____ **(Total should not exceed 30)**

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

II.B.

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

N/A

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.

Project is aligned with our TRIO Upward Bound, TRIO Student Support Program and current College Pathways program. Directors and Dean overseen these program will be involed in the development of the grant proposal. Directors and Dean will work together to develop the plan of operations and coordinate services. Talent Search grant will collaborate with Upward Bound and the College Pathways team to provide services to our high school students. The proposed grant and our Student Support Services project will work together to help develop educational pipline to Hartnell College and other student service programs throughout the state.

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5. Grant Type	Due Date
x New	12/18/2020
Continuation	

Funding Source	Agency/Organization
Public: State x Federal	Department of Education,TRIO
Private: Foundation Corporation Individual	

6. Fiscal Information - Fiscal Agent

x College   Foundation   Indirect Cost Rate: $.08$ Grant Amount: $230,000$

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: 09/01/2021   Grant Ending Date: 08/31/2026

10. Proposal Lead

- Proposal Lead: Cesar Velazquez
- Title: Director of Student Affairs, TRIO Upward Bound
- College Department: Upward Bound
- Phone: 8317596086
- Email: cvelazquez@hartnell.edu

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11. Additional Partners
Will this project include other agencies?

No   x Yes   If yes, explain: Project proposes to serve Salinas Unified High School District student. Procect will further develope the partnership that has been developed with the high school district.

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.

All positions will be fully funded by the Departent of Educatin.

Director- A Director will be sumitted for the project to help implement and oversee project objectives and services. Director will provide compete oversight of program services. Proposed funding will be listed at 90,000, but if funded, project will be assigned to current TRIO Director to reduce cost of director and improve collaboration. Total cost if funded will be 33,000.

PA 1 staff - PA 1's will work as the liaison to school district while providing support to students and deliver student support workshops. 50,000

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:

Funded program staff employment will be dependant on continued federal funding

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:

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Talent Search project will be included in the area designated to Upward Bound in N5. Area may need
 to be reconfigured to allow space for new staff.
Talent Search staff will need two workstations, tables, and chairs.
Project staff will need two laptops and phone connections.
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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?

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Talent Search grant will be fully funded by the Department of Education.
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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.)

N/A Talent Search grant will use current technology used in our TRIO Upward Bound and TRIO Student Support Services programs.

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

No   x 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	0	0	0
Personnel Non-Instructional	145,000	0	0
Operating	61,600	0	0
Equipment	5,000	0	0
Indirect	18,400	0	0
Total	230,000	0	0

Budget Notes:
Operations include student and staff travel and supplies

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.

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

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

Budget Notes:

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: _____

List faculty members involved in development:
N/A

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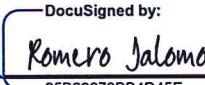## Grant Concept Form

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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:

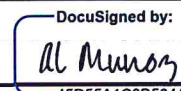| Support	Do Not Support		
X		*Signature*	10/08/2020
		Proposal Lead	**Date**
Support X	Do Not Support	Carla Johnson	10/08/2020
		Dean	**Date**
Support X	Do Not Support	Romero Jalomo	10/09/2020
		VP	**Date**

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		
X		Cheryl O'Donnell	10/16/2020
		Academic Senate	**Date**
Support X	Do Not Support	Jackie Cruz	10/26/2020
		Vice President of Advancement and Development	**Date**
Support X	Do Not Support	David Techaira	10/28/2020
		Accounting Manager	**Date**
Support	Do Not Support	Al Munoz	10/28/2020
		Vice President of Administrative Services	**Date**
Support	Do Not Support	N/A	10/28/2020
		Director/Vice President (as required)	**Date**
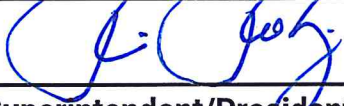
20 . Approval
The proposed project is approved and supports the goals and objectives of Hartnell College.

Support	Do Not Support		
(Support)	Do Not Support	*Signature*	10/29/20
		Superintendent/President	**Date**