



# Hartnell College - Office of Institutional Advancement

## Grant Concept Form

March 2020

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

**Title:** USDA Grant with Grower Shipper Association and Veteran's Transition Center

**Website:** <https://nifa.usda.gov/sites/default/files/rfa/FY2020-AFRI-Foundational-and-Applied-Science-RFA>

**Abstract:**

This is a four-year grant that is comprised of two components. Component one is working with the Veteran's Transition Center to train 15 Veterans in Diesel Technology. Additionally, the Grower Shipper Association has identified its members that will provide paid internships for the Veterans during the project. Component two is a revamping of the Farm Worker Education program. This will be done in partnership with the Grower Shipper Association and would train approximately 170 incumbent workers. This will be designed as a Train-the-Trainer program, with an anticipated total number of Grower Shipper member employees impacted to be 1900.

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

[Link to Hartnell College Strategic Plan](#)

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

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

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

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

Diversity, Equity, and Inclusion; Alliances; Leadership and Empowerment; Innovation; and 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 _____ |
| 2) Compelling need in college or community          | 5 _____ |
| 3) Strong business/community/education partnerships | 5 _____ |
| 4) Aligns with new funding formula                  | 1 _____ |
| 5) Low demand on resources (space, equipment, etc.) | 4 _____ |
| 6) Capable of sustaining project after grant ends   | 2 _____ |

**Total:** <sup>22</sup> \_\_\_\_\_ (Total should not exceed 30)

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

[Link to Accreditation Standards](#)

I.A.; I.B; II.A;

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**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.**

This would bring approximately 5 additional students into the Advanced Diesel Technology program, thus increasing program efficiency. Additionally, because the students will have wrap-around social and emotional support from the Veteran's Transition Center and they will be receiving paid internships, success and retention are expected to increase. There will be no increased cost in faculty or support for this portion of the project. The grant will purchase a diesel engine that will meet California Clean Air Standards. Currently, the program cannot teach this component with existing equipment.

The principal investigator and project lead is proposed to be Laurence London. His position is currently 100% funded from Foundation ABTI funds. Securing this grant will free up 45% of those funds. Additionally, Laurence, due to his Pest Control Adviser License, Certified Crop Advisor License, Certified Food Safety Inspector License, his bilingual ability, he will be able to teach the not for credit, Train-the-Trainer portion of this project.





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<b>5. Grant Type</b>		<b>Due Date</b>	
<input checked="" type="checkbox"/> New		09/24/2020	
Continuation			
<b>Funding Source</b>		<b>Agency/Organization</b>	
<b>Public:</b> State <input checked="" type="checkbox"/> Federal		United States Department of Agriculture	
<b>Private:</b> Foundation Corporation Individual			
<b>6. Fiscal Information - Fiscal Agent</b>			
<input checked="" type="checkbox"/> College		Foundation	Indirect Cost Rate: <sup>8</sup> Grant Amount: 500,000
<b>7. Does the proposed project require matching funds or in-kind contributions?</b>			
No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>		If yes, explain: All salaries have to be dollar for dollar match. Total match = \$571,537 which is 55% of Laurence's salary and benefits and 25% of Mark DeHart's salary and benefits as well as the use of teaching facilities, technology (online) and equipment.	
<b>8. Intellectual Property</b>			
Will the proposed project include the development of intellectual property?			
<input checked="" type="checkbox"/> No		Yes <input type="checkbox"/> If yes, explain: N/A	
<b>9. Grant Timeline</b>			
Grant Start Date: 01/01/2021		Grant Ending Date: 01/01/2025	
<b>10. Proposal Lead</b>			
● Proposal Lead:		Laurence London	
● Title:		Director of Academic Affairs, Ag Innovation and Technology	
● College Department:		ABTI	
● Phone:		6702	
● Email:		llondon@hartnell.edu	


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**11. Additional Partners***Will this project include other agencies?*No  Yes If yes, explain: Veteran's Transition Center Monterey County  
Grower-Shipper Association of Central California**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.***Continuing:**

Laurence London: Director of Academic Affairs, Ag Innovation and Technology; Project oversight and not-for-credit, Farm worker education instruction; 45% from this grant; 55% Foundation ABTI

Mark DeHart: Advanced Diesel Technology Instructor; no change

**New:**

Project support/records management; This person will support Laurence and Mark with grant-related activities. The grant will provide approximately \$18,000 per year.

**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



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### 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:

No new ore remodeled space will be needed. Existing furniture will be sufficient. Existing equipment will be sufficient.

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

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?*

There will not be an increase demand for current Student Affairs resources.




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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.)*

New institutional research will be needed for annual reports and tracking the Veteran cohort for success, retention and momentum.

No new informational technology will be needed.

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

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	0	87,167	
Personnel Non-Instructional	373,232		276,476
Operating	30,493		
Equipment	60,000	180,000	
Indirect	36,275		
<b>Total</b>	500,000		

**Budget Notes:**

\$180,000 HCCD match for equipment is in-kind use of facilities, online learning technology and instructional equipment.



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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

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

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

### Budget Notes:

### 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:

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: <i>Lawrence London/Clint Cowden</i> 6E57723A4A76474...	08/29/2020
		<b>Proposal Lead</b>	<b>Date</b>

<b>Support</b>	<b>Do Not Support</b>	DocuSigned by: <i>Clint Cowden</i> 6E57723A4A76474...	08/30/2020
		<b>Dean</b>	<b>Date</b>

<b>Support</b> X	<b>Do Not Support</b>	DocuSigned by: <i>Cathryn Wilkinson</i> 8F9552DDC3964E1...	08/31/2020
		<b>VP</b>	<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> X	<b>Do Not Support</b>	DocuSigned by: <i>Cheryl O'Donnell</i> E80E80D7B7AA498...	09/11/2020
		<b>Academic Senate</b>	<b>Date</b>

<b>Support</b>	<b>Do Not Support</b>	DocuSigned by: <i>Jackie Cruz</i> 8DADC543DB574EE...	09/11/2020
		<b>Vice President of Advancement and Development</b>	<b>Date</b>

<b>Support</b> X	<b>Do Not Support</b>	DocuSigned by: <i>David Techaira</i> 33EC38DA7C054E0...	09/16/2020
		<b>Accounting Manager</b>	<b>Date</b>

<b>Support</b>	<b>Do Not Support</b>	DocuSigned by: <i>Willez</i> EB5ED6340A7C4DC...	09/16/2020
		<b>Vice President of Administrative Services</b>	<b>Date</b>

<b>Support</b>	<b>Do Not Support</b>	DocuSigned by: <i>N/A</i> 05E3B95A6C4F480...	09/16/2020
		<b>Director/Vice President (as required)</b>	<b>Date</b>

### 20 . Approval

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

<b>Support</b>	<b>Do Not Support</b>	<i>[Signature]</i>	9/23/20
		<b>Superintendent/President</b>	<b>Date</b>