



Hartnell College - Office of Institutional Advancement

Grant Concept Form

November 2020

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

Title: TRIO Upward Bound

Website: <https://www2.ed.gov/programs/trioupbound/index.html>

Abstract: Fill in Abstract below:

Upward Bound provides fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits. Upward Bound serves: high school students from low-income families; and high school students from families in which neither parent holds a bachelor's degree. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education. We propose to submit two grants serving North Salinas High School and Rancho San Juan in the first grant and Alisal and Everett Alvarez High School in the second.

2. Alignment with the College Strategic Plan and Feasibility

70 _____ % **Goal 1** - Increase Student Completion

[Link to Hartnell College Strategic Plan](#)

30 _____ % **Goal 2** - Increase Student Completion Efficiency

0 _____ % **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
-Academic and Service Excellence
-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 | 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.) | 5
_____ |
| 6) Capable of sustaining project after grant ends | 2
_____ |

Total: 27 (Total should not exceed 30)

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

[Link to Accreditation Standards](#)

I.B., II.A, B & C



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 overlaps with currently funded TRIO Talent Search. Director is overseeing both TRIO grants and is fully maximizing resources to improve outcomes of both grants. These grants also overlap with the goals of our TRIO Student Support Services programs. Directors are working together to create the program of operations to make sure there is a seamless transition for students that enroll in our Student Support Services Program after they graduate from Upward Bound.



Hartnell College - Office of Institutional Advancement

Grant Concept Form

November 2020

5. Grant Type		Due Date	
New		01/31/2022	
x Continuation		01/31/2022	
Funding Source		Agency/Organization	
Public: State x Federal		Department of Education Federal TRIO Programs	
Private: Foundation Corporation			
Individual			
6. Fiscal Information - Fiscal Agent			
x College		Foundation	Indirect Cost Rate: .08 Grant Amount: 1,488,005
7. Does the proposed project require matching funds or in-kind contributions?			
x No Yes If yes, explain: n/a			
8. Intellectual Property			
<i>Will the proposed project include the development of intellectual property?</i>			
x No Yes If yes, explain: N/A			
9. Grant Timeline			
Grant Start Date: 09/01/2022		Grant Ending Date: 08/31/2027	
10. Proposal Lead			
• Proposal Lead:	Cesar Velazquez		
• Title:	Director		
• College Department:	Student Services, TRIO Upward Bound/Talent Search		
• Phone:	8317596086		
• Email:	cvelazquez@hartnell.edu		


11. Additional Partners

Will this project include other agencies?

No Yes If yes, explain: N/A

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 are grant funded.

Full Time

1. TRIO Director (70% of salary) 69,160
Manages program and acts as liaison to the Department of Education
2. Program Assistant 54,230
Provides services to participants and helps implement the program.
3. Administrative Assistant 24,000
Provides administrative support for Director and Program Assistant.

Part-time Staff per grant

- | | |
|-----------------------------|--------|
| 5 - Instructor/Teachers | 14,250 |
| 2 - Academic Year Tutors | 13,500 |
| 3 - Summer Tutors/Mentor/RA | 15,360 |

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:

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.

No additional equipment will be needed.

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?

Grant is fully funded by the Department of Education. Program participants will need to enroll in summer courses provided by our current Concurrent enrollment program.



Hartnell College - Office of Institutional Advancement Grant Concept Form

November 2020

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

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		
Personnel Non-Instructional	2,035,010		
Operating	751,000		
Equipment	0		
Indirect	190,000		
Total	2,976,010		

Budget Notes:

This budget is the combination of the two grants we are proposing.



Hartnell College - Office of Institutional Advancement Grant Concept Form

November 2020

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			
Total			

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: 01/14/2022

List faculty members involved in development:

N/A


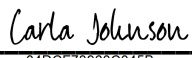
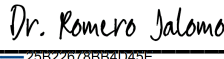


Hartnell College - Office of Institutional Advancement Grant Concept Form

November 2020

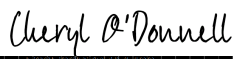


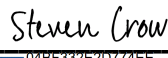


18. The proposed project supports the goals and objectives of Hartnell College

The following signatures are the responsibility of the Proposal Lead:

Support X	Do Not Support	DocuSigned by:  <small>185F90611BA344F...</small> Proposal Lead	12/16/2021 Date
Support	Do Not Support	DocuSigned by:  <small>04DCF73960C045B...</small> Dean	12/18/2021 Date
Support	Do Not Support	DocuSigned by:  <small>26B22678BB4D45E...</small> VP	01/03/2022 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 X	Do Not Support	DocuSigned by:  <small>E80E80D7B7AA498...</small> Academic Senate	01/17/2022 Date
Support X	Do Not Support	DocuSigned by:  <small>8DADC543DB574EE...</small> Vice President of Advancement and Development	01/17/2022 Date
Support X	Do Not Support	DocuSigned by:  <small>FF0C426E1159447...</small> Accounting Manager	01/20/2022 Date
Support X	Do Not Support	DocuSigned by:  <small>04BF332E2D774EE...</small> Vice President of Administrative Services	01/28/2022 Date
Support	Do Not Support	_____ Vice President of Information Technology	Date
Support X	Do Not Support	DocuSigned by:  <small>1925FF135B99294...</small> Vice President of Human Resources	01/28/2022 Date
Support	Do Not Support	DocuSigned by:  <small>05E3B95A6C4F480...</small> Director/Vice President (as required)	01/28/2022 Date