IMPROVING ONLINE
CTE PATHWAYS
Grant Application Webinar

Justin Schultz
Director, Planning & Grants Administration

April 02, 2019
AGENDA & REMINDERS

• Grant Application & Next Steps
• Review of Template Documents
• General Q&A Session

NOTE: This webinar will be recorded and posted to the Improving Online CTE Pathways website.

If you have a question, please type it into the chat.
GRANT TIMELINE

February 14, 2019  
Call for Letters of Intent & Release of RFA

March 15, 2019  
Deadline for Submission of Letters of Intent

March 2019 – May 2019  
Colleges Draft Grant Applications/Plans (Phase One)

May 01, 2019  
Deadline for Submission of Applications/Plans

May 01 – 31, 2019  
Review of Applications; Selection of Awardees

June 01 – 30, 2019  
Notification of Grant Awardees

July 01, 2019  
College Spending Authorization Period Begins (Phase Two)
Improving Online CTE Pathways

Background

With an open access mission, the California Community Colleges are positioned to support our diverse population to increase wages and improve social mobility in a rapidly changing economy. In addition to the formation of a new online community college, the California legislature and governor have provided funding to support existing California Community Colleges in accelerating innovative online learning opportunities leading to increased employability and upward mobility for working Californians.

The Budget Act of 2018 (SB840) and trailer bill (SB843) appropriate one-time funds of $35 million to the Online Education Initiative (through Foothill – De Anza Community College District as grantee and fiscal agent) to develop online programs and courses that do either of the following:
## GRANT APPLICATION - OVERVIEW

### Maximum of 18 Pages

(Minimum Arial 11-Point, Single-Spaced, 1-Inch Margins)

<table>
<thead>
<tr>
<th></th>
<th>Section Description</th>
<th>Pages</th>
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<tbody>
<tr>
<td>1</td>
<td>Institutional Support Sheet</td>
<td>1 Page</td>
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<tr>
<td>2</td>
<td>Table of Contents</td>
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<tr>
<td>3</td>
<td>Project Summary</td>
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<td>4</td>
<td>Project Preparation</td>
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<td>5</td>
<td>Project Implementation</td>
<td>6 Pages</td>
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<td>6</td>
<td>Project Conclusion &amp; Continuation</td>
<td>3 Pages</td>
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<td>7</td>
<td>Appendix – Grant Budget Table</td>
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Application Cover Page & Letters of Support from Industry Partners May Be Included (and will NOT count against the overall page count)
ADDITIONAL APPLICATION DOCUMENTS

Request for Applications (PDF)
- Last Revised March 27, 2019
- Revisions focused on application structure and format.
- All revisions are noted in red text.

Grant Budget Table Template (XLS)
- Use this template for budget planning.
- Includes proposed expenditure categories.
- Formulas built-in to track budget totals.
Applications are to be submitted electronically (as a PDF) alongside complete Planning & Development Reimbursement invoices and other required documentation.

https://cvc.edu/pathwaysgrant/grant-application/

Applications (and invoices) must be submitted no later than May 01, 2019 at 5:00 PM PST.

Grant Application Template (DOC) will be shared out shortly!
REIMBURSEMENT DOCUMENTS

**W9 Form (PDF)**
- Required for Processing All Reimbursements

**Goods & Services Invoice (DOC)**
- Use for materials, travel, and other meeting expenses.
- Must include agendas, attendee lists, and receipts.

**Consulting & Labor Invoice (DOC)**
- Use for consulting fees, release time, and/or stipends.
- Must be accompanied by the Hourly Tracking Log.

**Hourly Tracking Log (DOC)**
- Each paid individual must track tasks completed.
REIMBURSEMENT MOU

- Email from Alex Wade (awade@cvc.edu) or Yahir Barragan (ybarragan@cvc.edu)
- MOU Sent to the Principal Investigator (PI)
- Separate MOUs for Each College
- Sign & Return by Wednesday, April 17, 2019
Call for Peer Reviewers – End of March 2019

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<tbody>
<tr>
<td>1</td>
<td>Faculty Representatives</td>
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<td>2</td>
<td>Distance Education Coordinators</td>
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<td>3</td>
<td>Instruction &amp; Workforce Leadership (CIOs, Deans)</td>
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<td>4</td>
<td>Student Services (CSSOs, Counselors)</td>
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All applications will be reviewed by at least one representative from each of the groups above. Please note that reviewers will be excluded from reviewing applications from their own colleges and/or districts.

If Interested – Please Contact Justin Schultz
Deadline is April 12, 2019
UPCOMING EVENTS

• **Grant Office Hours # 3** – Drop-In Q&A with CVC-OEI Staff
  Friday, April 05, 2019, 10:00 AM – 11:00 AM
  [https://cccconfer.zoom.us/j/172865474](https://cccconfer.zoom.us/j/172865474)
  Call In: +1 669 900 6833 – Meeting ID: 172 865 474

• **Grant Office Hours # 4** – Drop-In Q&A with CVC-OEI Staff
  Monday, April 08, 2019, 03:00 PM – 04:00 PM
  [https://cccconfer.zoom.us/j/915374977](https://cccconfer.zoom.us/j/915374977)
  Call In: +1 669 900 6833 – Meeting ID: 915 374 977
ADDITIONAL QUESTIONS?

Please Contact

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