



California Community Colleges

Monday
August 15, 2022
12-1PM

Institutional Effectiveness Technical Assistance Grant

A11Y 9/6/22

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Closed Caption

Click this tab to read live
captions.

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Q&A

Click this tab to enter
questions for the presenters.

Today's Presenters

- Dr. Abdimalik Buul, Visiting Executive of Educational Excellence and Equal Employment Opportunity Programs, CCCCCO
- Marrin Thuston, Program Assistant for Institutional Effectiveness, CCCCCO

Webinar Agenda

- 1. Welcome**
- 2. Overview of the Institutional Effective Technical Assistance Program**
- 3. Walk through of the Technical Assistance Grant RFA**
- 4. Review support resources and tool**
- 5. Q:A Sessions**
 - **Note: Questions submitted via the Q&A chat will be collected and addressed following the webinar on the IEPI Chancellor's Office Webpage**
- 6. This webinar is being recorded and will be made available on the IEPI Chancellor's Office Webpage.**

IEPI Technical Assistance Program Background

- The goal of the Institutional Effectiveness Technical Assistance Program is to work closely with the Board of Governors and the Chancellor's office to develop, monitor, measure and implement a framework of data analysis, policies and procedures designed to make progress on the *Vision for Success* goals and commitments, bolster student success and inclusive excellence, and to assess the effectiveness of a community college's operational environment. Additionally, the program will provide ongoing technical assistance to help meet the specific needs of districts and colleges to promote, improve and sustain institutional health.
- Technical assistance must be designed to meet the specific needs of districts or colleges and must include activities such as: analysis of performance indicators; site visits by experienced practitioners resulting in findings and recommendations intended to improve local practice; consultation and planning assistance; and professional development. As part of the technical assistance process, institutions are required to complete and submit self-studies and/or improvement plans.
- Technical assistance should be available to all colleges, but colleges demonstrating poor performance will be targeted for more intensive assistance. Technical assistance should always be coordinated through the district, even if the eventual focus of the assistance is at a college campus. Institutions with a history of underperformance will be subject to more intensive assistance and intervention in alignment with Board of Governors policies.

IEPI Technical Assistance Grant

- The 2014-15 California Budget Act (Chapter 25, Statutes of 2014) authorized the chancellor of the California Community Colleges to use up to \$2.5 million (Proposition 98 General Fund) to provide technical assistance to districts. At its November 2014 meeting, the Board of Governors awarded a \$2.5 million grant to Santa Clarita Community College District (SCCCD). The Chancellor's Office also partnered with the Statewide Academic Senate, Foothill College, and the Success Center for California Community Colleges to officially launch the Institutional Effectiveness Partnership Initiative (IEPI). The primary goal of IEPI is to help colleges and districts improve their fiscal and operational effectiveness and promote student success, while reducing accreditation sanctions and audit findings.
- The 2015-16 state budget for IEPI included \$5.5 million for IEPI Technical Assistance. Beginning in 2016-17 the state budget included an increase in IEPI funding and provided \$7.5 million for Technical Assistance annually through 2020-21.
- Currently, the state budget includes \$7.5 million in state funds for the continued, ongoing activities to help colleges and districts that request technical assistance and/or demonstrate low performance in key areas of operations. As a result, a \$7.5 million grant for IEPI Technical Assistance state funds has been awarded to the existing grantee, Santa Clarita Community College District (SCCCD) for the 2022-23 fiscal year. The Chancellor's Office Institutional Effectiveness division anticipates a continuing need for a partner community college district to serve in the role of grantee for these efforts and distribution of the \$7.5 million in annual state funding for 2023-24 and beyond, in order to ensure the continuity of the technical assistance program, enhance institutional effectiveness and advance the *Vision for Success*.

IEPI Technical Assistance RFA Timeline

Date	Event
August 8, 2022	Release Date
August 15, 2022	Bidder's Conference
August 22, 2022	IEPI Technical Assistance NOVA Walk-Through
October 7, 2022	Application Due Date
October 14, 2022	Reading and Rating of Applications
November 16, 2022	Intent to Award and Notification, Website post
November 28, 2022	Last Day to File a Protest
July 1, 2023	Grant Commencement Date
June 30, 2024	Grant End Date

Application Due Date

Friday, October 7, 2022, by 5:00PM Pacific Time

- ❖ The NOVA application system will close at that time and **No** late submission will be accepted.

Performance Period

July 1, 2023 to June 30, 2024

- ❖ There will be an opportunity for up to four additional annual renewal .
- ❖ Grantee shall provide evidence of progress and outcomes before seeing additional funding in 2024-25.

Eligible Applicants

Any college or district within the California community college system is eligible to apply. In addition, an applicant should have the operational and physical capacity to implement, manage the project and achieve the performance objectives of the grant.

Funding

- The maximum award amount is \$7,500,000. This is a competitive bid application process.
- Grant will be awarded for a period of twelve (12) months which will be specified on the grant agreement. All performance under this allocation shall be completed by June 30, 2024. Extensions will be granted based on completion, review and approval of prior reporting period objectives, analysis of outcomes, submission of a new work plan and budget, and available state funding.
- Grant award shall be based on the merit and reasonable cost for the anticipated outcomes and performance of the project. The Chancellor's Office reserves the right to adjust the grant award based upon the availability of funds.

Match/cost Sharing

There is a match requirement of 10% dollar-for-dollar match of the total cost of the project.

- ❖ The match requirement may be met through real, in-kind, or a combination of real and in-kind.

Indirect Cost Rate

Per Statute limits, grantee institution may take a maximum of 4% administrative indirect costs of the total grant awarded.

Incomplete and Late Applications

Incomplete or late applications will not be considered. The Chancellor's Office reserves the right to reject any and all applications received prior to scoring should any of the following occur:

- A. The application is not submitted through the NOVA system.
- B. The RFA Specification Number cannot readily be ascertained in the application
- C. The application is incomplete and/or missing any required documents.
- D. The proposal violates public policy.

RFA Clarification

If any ambiguity, conflict, discrepancy, omission, or other error in this RFA is discovered, immediately notify the Assistant Vice Chancellor of Student Equity and Success of the error and request a written modification or clarification of the document.

Any addendum to the RFA will be posted on the [IEPI RFA website](#). Applicants are responsible for checking the IEOU RFA website for any updates to the RFA or FAQ. Applicants will be not notified via any other manner.

Frequently Asked Questions (FAQs) document will be posted on the [IEPI RFA website](#)

Grant Protest Procedures

- Applicants may file a letter of protest against the award of the grant. The protest must be filed with the respective Assistant Vice Chancellor. Protest letters must be emailed to Dr. Siria S. Martinez, Assistant Vice Chancellor of Student Equity and Success at smartinez@cccco.edu, within **ten (10) business days** after the intent to award is posted.
- The protest must include a full and complete written statement specifying the grounds of protest and must be based on the process and/or procedures used in the review and recommendation of applications for awards. The Assistant Vice Chancellor shall review all the information submitted with regard to the protest and render a decision regarding the protest within **thirty (30) calendar days**. The decision of the Assistant Vice Chancellor shall be final.

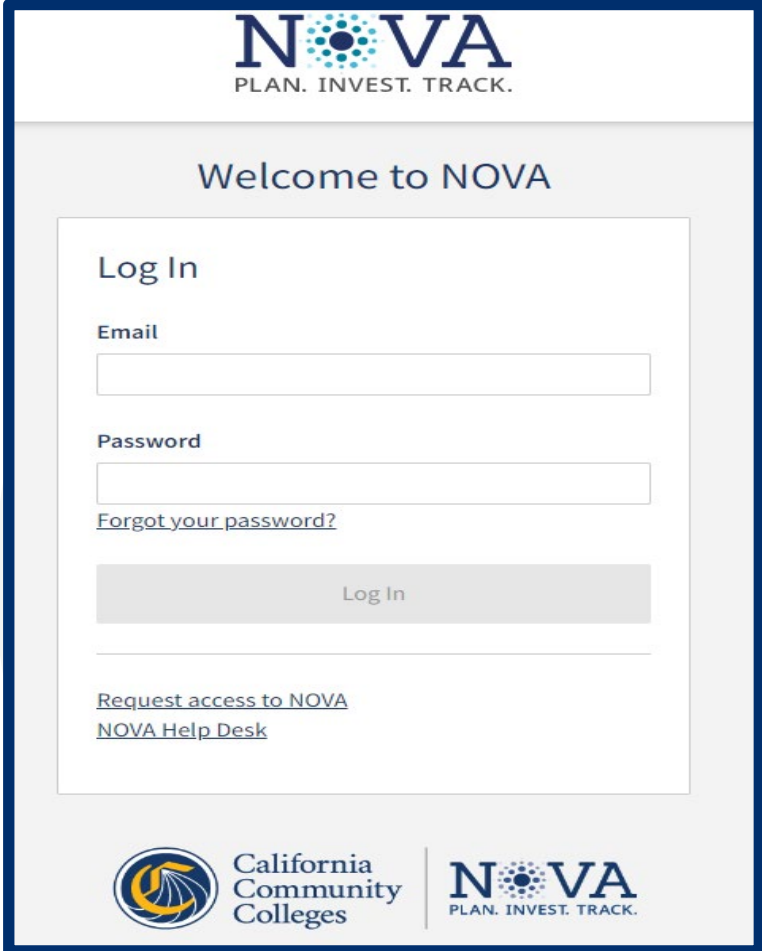
Instructions for Preparing

Creating/Accessing Your NOVA Account

- New Users – [Request Access](#)
- Returning Users – <https://nova.cccco.edu>

NOVA Technical Assistance

- For questions related to the NOVA System, please contact [NOVA Help Desk](#)

A screenshot of the NOVA login interface. At the top is the NOVA logo with the tagline "PLAN. INVEST. TRACK.". Below it is a "Welcome to NOVA" message. The main section is titled "Log In" and contains two input fields: "Email" and "Password". Below the password field is a link that says "Forgot your password?". A grey "Log In" button is positioned below the links. At the bottom of the login section are two links: "Request access to NOVA" and "NOVA Help Desk". The footer of the page features the California Community Colleges logo on the left and the NOVA logo on the right.

NOVA
PLAN. INVEST. TRACK.

Welcome to NOVA

Log In

Email

Password

[Forgot your password?](#)

Log In

[Request access to NOVA](#)
[NOVA Help Desk](#)

California Community Colleges

NOVA
PLAN. INVEST. TRACK.

Application Format and Instructions

- Only applications submitted via the NOVA system will be accepted.
- Applicants may be required to make adjustments to the budget, work plan, or other aspects of the application prior to distribution of funds.
 - Grant applications are scored based on a 100-point scale
 - A minimum average score of 75 must be obtained during the review process

Application Format and Instructions

Application Section	Maximum Points
Need (Statement of Problem)	10
Objectives	15
Procedures/Activities	15
Project Management/ Institutional Commitment	35
Budget	10
Overall Feasibility of the project	15
Total Points	100

Need (Statement of Problem)

Maximum Points: 10

- Describe the problem being addressed and/or the need for the project and how it addresses the funding priorities listed in the related RFA Specification. In addition, describe the following:
 - Scope of problem being addressed: local, regional and/or statewide; and ,
 - Target group(s)—populations to be served.

Objectives

Maximum Points: 15

- In a statement of objectives describe how you will address the funding priorities and specification of the RFA. Emphasize how you intend to improve in serving underrepresent students.
 - ❖ The objectives provide the foundation for developing methodology to be used addressing the need/problem and are the basis for measuring performance outcomes.

Procedures/Activities

Maximum Points: 15

- Describe the proposed solutions that will be used to address the described need and/or problem. Furthermore, describe the following:
 - a. Feasibility of solutions/strategies to be employed; and
 - b. Short and long-term benefits to the target population.
- Expand on the procedures and/or activities being used to resolve the problem. demonstrate how the procedures/activities are related to achieving each of the project objectives and the performance outcomes.
- Describe the sequence of activities utilizing a timeline with narration.

Project Management/ Institutional Commitment

Maximum Points: 35

1. Provide a management plan for operating the project.
2. Provide a transition plan for operating the project, if necessary.
3. Provide an organizational chart for the project.
4. Show evidence of the commitment of project staff, describing their role and responsibilities and the amount of time they will be devoting to project activities. Provide a description of their prior experience as related to the subject area of this project. (Those who will implement the project should be involved in the planning. If key personnel are to be chosen later, include a complete job description and the duties of such personnel).
5. Indicate if the project will be done through a consortium or a collaborative partnership. Provide evidence of support (a signed letter or memorandum of understanding) of each partner's commitment to the project

Budget

Maximum Points: 10

Applicants must submit a budget for each year of funding by object code (1000 to 6000) and provide clear narrative of each expenditure line item. The budget narrative must include purpose of any services, materials, salaries, etc. included in the budget.

Overall Feasibility of the project

Maximum Points: 15

Prepare a statement as to how the project is realistically capable of attaining the required and proposed outcomes.

Reporting

Grantees will be required to report on performance metrics and expenditures biannually in NOVA. The Chancellor's Office may, at its discretion, institute additional reporting requirements or frequency as needed for the improvement of the grant.

Supporting Documentation

Applicants must upload the following documents:

- Grant Agreement Face Sheet
- Match Budget Detail Form
- Partnerships Form (Letter of Intent, MOU)
- Signature Page (Application will require signatures from CEO and CBO)

Application Tools

- [NOVA](#)
- [LaunchBoard](#)
- [MIS Data Mart](#)

Announcement

IEPI Technical Assistance RFA: NOVA Walk-Through

Monday August 28, 2022

12:00PM to 1:00PM

Registration Link:

https://cccconfer.zoom.us/webinar/register/WN_Da7rnNzHSBqdcx6sdWaD9w



California Community Colleges

Thank you!

Please email additional questions to
mthuston@cccco.edu

www.cccco.edu