



Equal Employment Opportunities Innovative Best Practices Grants (FYS 2023-2024 & 2024-2025) Frequently Asked Questions:

If you have any question not covered by this document, please submit a help desk request in NOVA or email khenderson@cccco.edu.

1. Are districts allowed to use the funds to pay outside consultants to facilitate training and mentorship programs?

Allocations for outside vendors are permitted if their roles are within the workplan's context and are aligned with the outcome measures.

2. Can funds be allocated to compensate both student interns and employee mentors in a mentorship program?

These are allowable expenses if it is included in the budget narrative and the workplan clearly outlines how these allocations support goals and outlined outcomes.

3. Will applications with a combination of pre-hiring, post-hiring, and diversity promising activities receive competitive preference?

Special attention will be given to applications that focus on localized and granular needs such as academic program/department hiring practices/supports to maximize impact and institutionalization. Applications will be scored by an evaluation committee convened by the Chancellor's Office across five rubric areas, with scores ranging from "Exemplary" to "Section not included in application or is conspicuously incomplete."

4. Can a portion of the funding be used to support the hiring of a staff member?

Applicants are permitted to budget for this effort.

5. Are there word counts or page limits for the Project Management/Institutional Commitment section, Budget Narrative, and Overall Project Feasibility section?

Each prompt within each section has a character limit of either 2,500 or 5,000 characters. 2,500 characters equates to approximately one page and 5,000 characters equates to approximately 2 pages. It is recommended that applicants create a NOVA account as soon as possible to get familiar with the system and structure of the portal. The portal includes the character counts.

6. Does NOVA have any font or font size requirements?

No, NOVA does not have font or font size requirements. The only parameter regarding text is limited to the character maximums of either 2,500 or 5,000.

7. What is the structure of the budget section in NOVA?

The budget section of the NOVA system is a fillable form and automatically separates budgets into multiple years. There is a character limit of 2,500 characters for the budget narrative section for each year.

8. Are these awards available to colleges or to districts?

Only those districts that have a 2022 Multiple-Methods Certification form on file with the Chancellor's Office will be eligible to receive an EEO Innovative Best Practices grant award. Only one application per district will be accepted.

9. What is the allowable indirect rate for this opportunity and what are indirect costs?

The allowable indirect administrative cost rate is 5%. The allowable indirect costs consist of business and administrative costs such as accounting, budgeting, personnel, purchasing, and centralized data processing, etc. that can be attributed to the program. There is no match requirement.

10. Are the awards per year, or are they to be spread over the course of 2 years?

Grants will be awarded in two installments, 50% of funds will be awarded in Round 1 prior to the 2023-2024 academic year. Round 2 funding is contingent upon successful performance toward outlined outcome measures and institutionalization of proposed interventions into the new EEO plan and will be issued prior to the 2024-2025 academic year. The total funding period is two academic years (2023-2025). The maximum award amount for Tier 1 is up to \$300,000. The maximum award amount for Tier 2 is up to \$200,000.

11. What is the FTES requirement for the tiers?

Tier 1

If your college had an annual credit and non-credit FTES of 9,200 or higher in the 2021-2022 academic year, you are eligible to apply for Tier 1. The maximum award amount for Tier 1 is up to \$300,000.

Tier 2

If your college had an annual credit and non-credit FTES of 9,199 or lower in the 2021-2022 academic year, you are eligible to apply for Tier 2 funds. The maximum award amount for Tier 2 is up to \$200,000.

12. How should applicants choose what FTES to report and what tier to apply for, if the district has colleges in both tiers?

Districts can apply for Tier 1 and list the credit/non-credit FTES used to make the

determination.

13. Can two or more people work in the NOVA application simultaneously?

This is not recommended because they may save over one another's work.