



California Community Colleges

HBCU TRANSFER AGREEMENT PROJECT RFA 20-038 TECHNICAL ASSISTANCE WEBINAR Q&A

HELD JANUARY 11, 2021

Questions & Answers Prior to the Webinar:

Q1 – My question is regarding scholarship opportunities for the students. If they meet the ADT requirement for an HBCU, will they be guaranteed a scholarship if they attend?

A – To clarify, this grant does not provide funds directly to students or fund their education expenses in any way. To answer the question though, the overall majority of the agreements with our 40 HBCU partners are worded as below on the MOU template. It is not a guarantee but more of an encouragement and dependent on available funds at each HBCU.

VII. SCHOLARSHIP OPPORTUNITIES

University will seek to develop transfer scholarships for incoming students who have a 3.2 or higher-grade point average and meet all other criteria of the University, based on available funding.

Questions & Answers During the Webinar:

Q2 – If I am interested in completing the application for the grant, what does the application need to score in order to be considered?

A- To be eligible, an application must receive an average minimum score of 75 or higher among reviewers to be eligible for consideration. And since only one grant is available statewide, the application with the highest average score is selected.

Q3- Is there an expectation of a collaborative grant application between colleges?

A – A consortium is permissible but not an expectation. A consortium form is provided within the RFA and if applicable, must be completed and submitted with the application. In addition, be sure to attach letters to the application documenting that leadership from each respective college agrees to participate in the consortium.

Q4 - Are outside project staff/consultants allowable?

A – A vendor cannot be a direct bidder or awarded, as this grant is funded with Proposition 98 money and direct distribution to a district is required. As part of program operations, a grantee may choose to enter into an agreement with a vendor for grant-related support. For example, a grantee may contract services with a web service provider or a research professional.

Q5 – Related to institutional commitment, if funding goes away, is the expectation for the college to continue with the grant?

A – No, in the absence of funding the college is not expected to continue grant related activities.

Q6 – Are food expenses for events allowed?

A - Yes, food expenses directly aligned to achieving the objectives of the grant are permissible. Be advised that the grantee must comply with both the Chancellor's Office and district/college policy expenditure guidelines.

Q7 – Is there an expectation for the number of agreements (HBCU) to be completed?

A – Currently there are 40 Memorandums of Understanding (MOU) in place between the CCC Chancellor's Office and HBCU institutions. Current HBCU partner institutions are found at <http://ccctransfer.org/hbcu-partners/>. There is not an expectation to establish agreements with all 100 HBCU institutions. The grant's focus is to identify and partner with qualified institutions, thus a quality versus quantity strategy.

Questions & Answers After the Webinar:

Q8 – My question regards to the actual transfer agreements that would be created amongst the individual college and the 40 HBCU's that are participating. Would this work similar to how CCCs, CSUs, and UCs operate? Meaning the Articulation Officers work collaboratively to ensure the course works is all articulated? I understand we can use the ADTs as templates, however I assume that some of the HBCU course work is different.

A – The RFA Exhibit D includes an example of the MOU template used to establish a formal relationship between the CCC Chancellor's Office and an HBCU. Please see the template, which describes how a student's completed coursework transfers. The MOU allows for two paths, the ADT path and the path for students who have completed at least 30 transferable units. For ADT of

course the articulation is at degree level and there is no local AO work involved, students matriculate as a Jr. with 60 units. For the “at least 30 transferrable units”, the student is ensured guaranteed admission also and the transfer of those units; however, it will be up to the receiving HBCU to determine whether the units are used to fulfil major prep, GE, or elective requirements. So in that instance, there is no interaction by the local AO required for this path either, it is up to the HBCU.

Q9 - Would CCCs be using the ADTs to help guide these transfer agreements? Are there specific majors or programs that are targeted? As the Articulation Officer, I am wondering what steps I would need to take to begin these agreements.

A - The agreements occur at the state level, between the CCC Chancellor’s Office and the HBCU partner. Specific majors or programs are not targeted. Please see the MOU template example provided in the RFA, Exhibit D.

Q10 - What does a 4 percent match mean?

A – The grantee has a financial obligation to fund four percent of the grant. So for example, if the annual grant award amount is \$581,000, the grantee is required to match (contribute) at least \$23,240 in funds. These funds can be in the way of salaries, benefits, office space, or equipment.

Q11 - You mentioned that only one application per college is allowed. Does that also apply to districts? For example, can one district have more than one college in the district apply?

A – Each college within the district is eligible to apply. However, as mentioned previously, there is only one award statewide.

Q12 – Are individual colleges eligible to apply or does the district office need to be the lead applicant

A – A college can apply.

Q13 – Is there a template or specifications for the cover sheet and table of contents?

A – No, the applicant is to provide.

Q14 – Is there a maximum page limit and/or formatting requirements?

A – No there is not. Please referenced the RFA Section II: Instructions for Preparing and Submitting the Application.

Q15 – Exactly what does a college need to include in the application to show that we have approval from our Board of Trustees?

A – Section I subsection D states “All California community college districts are eligible to apply. All applications recommended for approval shall have or obtain approval of the Board of Trustees of the districts. In the event the application timeline does not allow for Board approval, a signed letter from the District/College President is an acceptable application substitute.”

Q16 – I have a question about formatting instructions. What font size, margins, spacing and font type are acceptable?

A – The RFA does not contain formatting requirements. Applications will not be rejected for review based on format.