California Community Colleges

Economic and Workforce Development Bidder's Conference

Statewide Career Mobility Accelerator Center RFA

Collaborative for Regional Effectiveness, Action, Transformation, and Equity RFA

Today's Housekeeping Items

- This webinar is being recorded and will be made available on the WEDD RFA website
- Q&A is available at the end of the presentation; Questions will be collected and posted on the WEDD RFA website
- References:

  Statewide Career Mobility Accelerator Center RFA
  - Formally known as the HUB
  - Now known as Statewide Center

  Collaborative for Regional Effectiveness, Action, Transformation, and Equity RFA
  - Formally known as "COE"
  - Now known as Regional Centers of Excellence (COE)

Additional information can be found in the RFA in the section:

- (Example section)

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Agenda

- Background
- Overview of both RFAs
- Walkthrough of the component of the RFA
- Application process due dates and reporting schedules
- How to Apply
- Appeal process and Reminders

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Background

The Chancellor's Office is focused on a broad-based approach to post-pandemic workforce recovery:

- Serve greater numbers of diverse populations
- Deliver flexible workforce training and education that result in high-skill/high-wage employment
- Expand and enhance proven workforce training models
- Focus on equity, access and success, and deeper participation by individuals and employers

Additional information can be found in the RFA in the section:

- Background and Purpose

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Purpose of RFAs

Statewide Center

- Seeking applications for one Statewide Center from an eligible organization
- A total amount of $5,000,000 will be awarded for 5-year grant. $1M per year.
- A 25% match is required

Regional COEs

- Seeking applications for eight Regional COEs from eligible organizations
- A total of eight grants in the amount of $4,000,000 each will be awarded. $800K per year.
- A 25% match is required

Additional information can be found in the RFA in the section:

- Purpose of this Request for Application
- General Award Information

Award Performance Period

The project period is 60 months.

Begins on January 1, 2024 – December 31, 2028.

Phase 1

(36 months)

Focus on all necessary implementation and start-up activities

Years Reference:

Year 1 – Month 1-12

Year 2 – Month 13-24

Year 3 – Month 25-36

Phase 2

(24 months)

Focus on the expansion of services as outlined in the RFA's Goals, Expectations, Roles, and Functions.

Years Reference:

Year 4 – Month 37-48

Year 5 – Month 49-60

Note: Movement into Phase 2 is contingent upon measured and satisfactory performance and achievement of outcomes in Phase 1.

Additional information can be found in the RFA in the section:

- General Award Information

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Regional COE: Functions and Roles

- Revise what and how student-centered LMI and career data analysis are gathered, organized, applied and disseminated
- Build capacity to support the numerous colleges in the region to identify, collect, and analyze student success metrics and outcomes
- Effectively and wholistically connect and align strategies related to the various workforce initiative convenings, trainings, and/or economic development meetings
- Work towards helping the region's colleges and key stakeholders use evidence-based approaches
- Expand work-based learning experiences for all pathways and support the achievement of apprenticeship goals by connecting career mobility

Primary Function:

To support inclusive, equity-centered regional economic growth; help communities accomplish their goals related to community college student and adult learner retention, completion, and transition to the workforce; and address employer and employee needs.

Additional information can be found in the RFA in the section:

- Roles and Functions of the Regional Centers of Excellence

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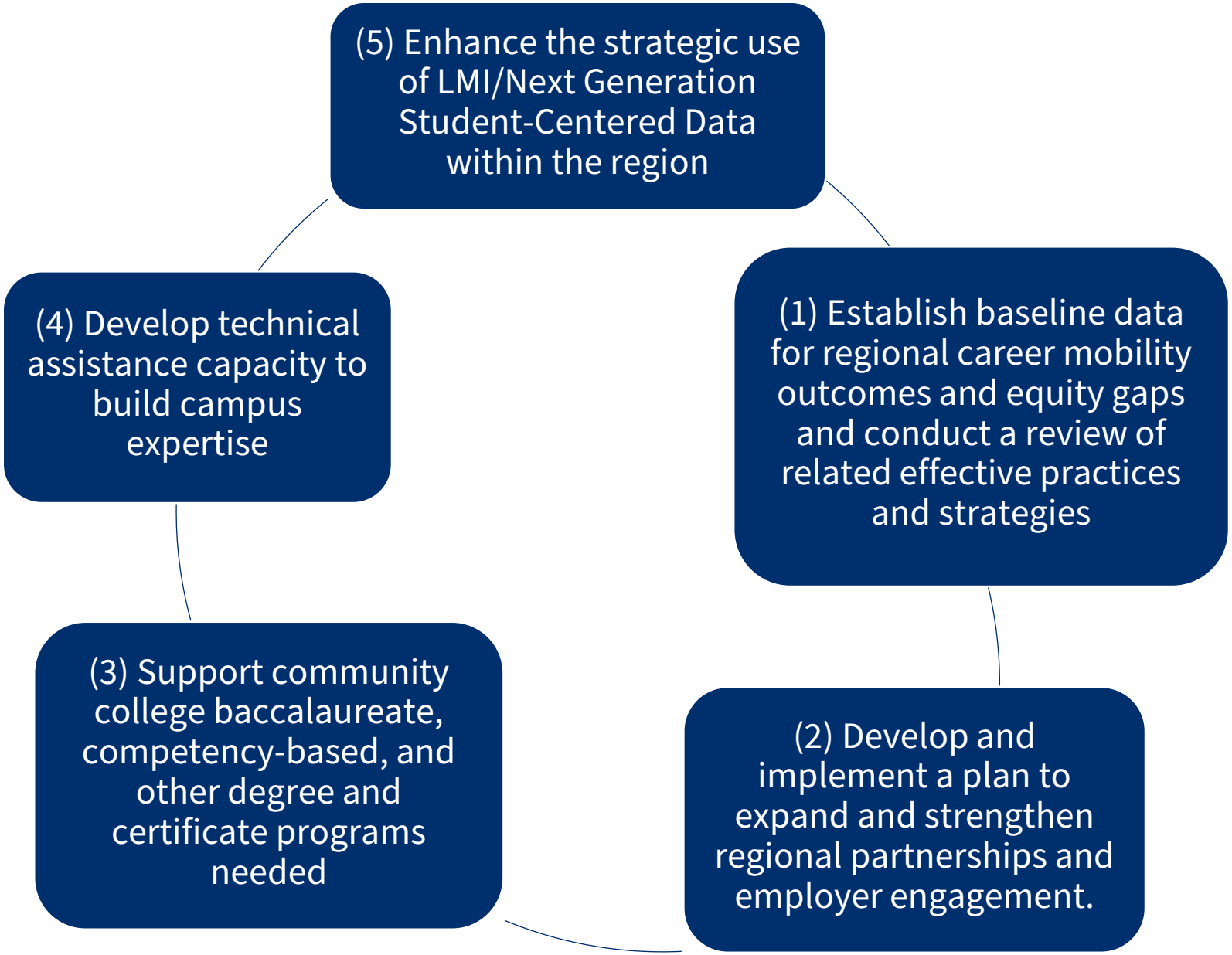

Regional COE: Goals – Phase 1

First 36 months (Year 1-3)

Focus: expanding the Regional Centers of Excellence's LMI capacity and in aligning funding to support the provision of technical assistance within each region

An evaluation will be completed at the end of Year 3

- Candidates who achieved satisfactory performance in Phase 1 will move onto Phase 2

Additional information can be found in the RFA in the section:

- Goals

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Regional COE: Goals – Phase 2

1. (Evaluate, refine, and expand phase one work to optimize regional partnerships to build network coordination that supports the region in expanding its partnership development and facilitation capacity.
2. Assess efforts in Phase 1 to improve career mobility outcomes, reduce equity gaps, and advance equitable outcomes for students.
3. Evaluate and refine phase one work to expand work-based learning (WBL) and apprenticeship opportunities

Next 24 months (Year 4-5)

Focus: expanding the Regional Centers of Excellence's LMI capacity and in aligning funding to support the provision of technical assistance within each region

Additional information can be found in the RFA in the section:

- Roles and Functions of the Regional Centers of Excellence

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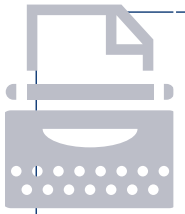
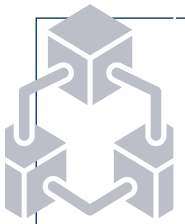
Regional COE: Expectations

Regional Centers of Excellence will collaborate with the Statewide Career Mobility Accelerator Center for support, technical assistance, and professional development around LMI expertise, data contextualization, partnership development, regional goal setting, capacity building, and advancing Vision 2030 goals, including the reduction of equity gaps.



(1) Serve as a strategic partner for colleges

(2) Deliver effective coaching and technical assistance to the colleges and regional stakeholders



(3) Support colleges with data on the demand for short-term certificates, associate degrees, and bachelor's degrees

(3) Report progress on the region's efforts to help achieve the Chancellor's Office Vision 2030 goals below.

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Statewide Center: Functions and Roles

- Works closely with the Chancellor's Office as a direct report, regarding the 8 regional centers and on state and national trends that impact our system
- Plays a key role in workforce outcomes and goals as identified in Vision 2030
- Provides Leadership for the 8 Regional Centers.
- Facilitate leadership support and development

1. Co-design and support the Regional Centers of Excellence as they revise what and how student-centered LMI and career data analysis to better understand career mobility and industry needs.
2. Provide technical assistance to help the Regional COEs build capacity to support the numerous colleges in their region
3. Provide leadership and various network coordinating models to Regional COE staff for effective and wholistic connections and alignment of strategies and alignment of various regional workforce initiative convenings, trainings, and/or economic development meetings
4. Keep informed of national trends and regional funding opportunities and provide routine updates and action-planning sessions
5. Support each of the Regional Centers of Excellence to focus on adult learners, work-based learning experiences and achieve apprenticeship and baccalaureate expansion goals

Additional information can be found in the RFA in the section:

- Goals, Expectations, Roles, and Functions of the Statewide Center

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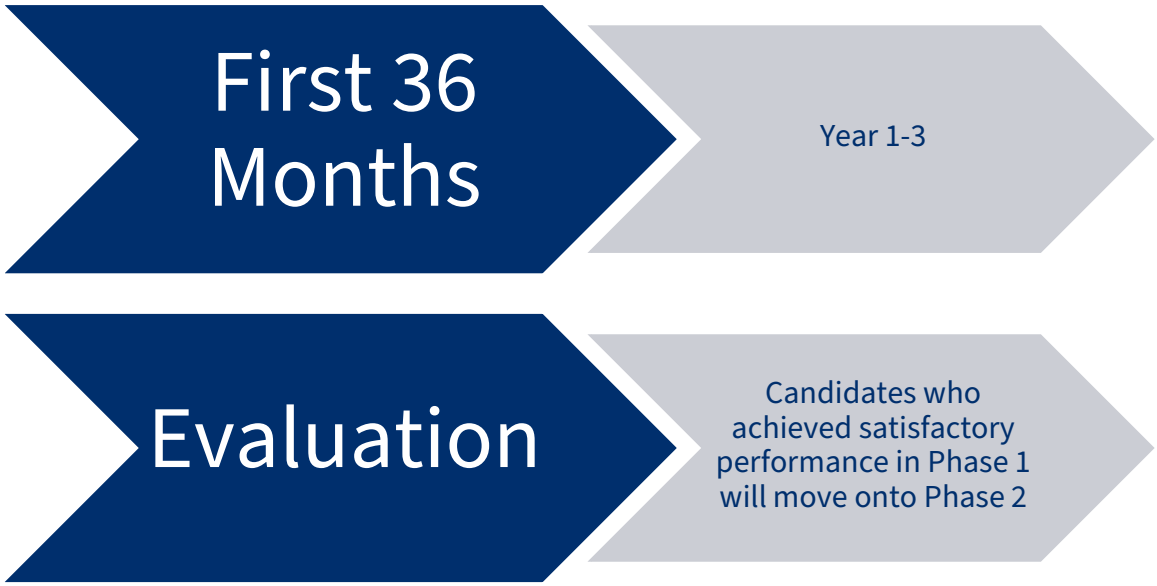
Statewide Center: Phase 1

- Oversee and support the development of the work of the Regional COE to ensure center goals and objectives are met.
- Serve as a subject-matter expert for the Chancellor's office to coalesce the work of the Regional COE into a statewide strategy for workforce and economic development through community colleges.
- Support the Regional COEs with contextualizing LMI/Next Generation student-centered data by integrating data from the colleges across the regions and disaggregating data for stronger equity considerations, and the prioritizing of actions and strategies.
- Enhance the capacity of Regional Centers of Excellence by supporting approaches for deploying staff to colleges for technical assistance and professional development that ensures high quality offerings.



Additional information can be found in the RFA in the section:

- Goals, Expectations, Roles, and Functions of the Statewide Center

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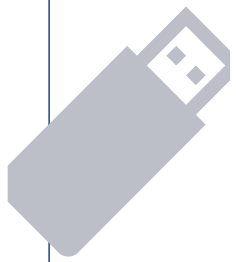
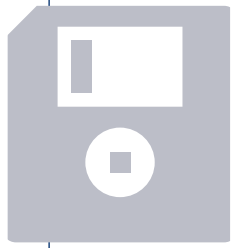
Statewide Center: Goals – Phase 2

Next 24 months (Year 4-5)

Focus: expanding services at the Chancellor's Office and Regional COEs



Expand state-level and Chancellor's Office-level data functions to inform system performance and continuous improvement by being a liaison with the Office of Innovation, Data, Evidence and Analytics (Research and Data Division) in the Chancellor's Office to align data and metrics more efficiently.



Provide coaching to Regional Centers of Excellence staff by building network coordination that supports the regions in expanding their partnership development and facilitation capacity. This focus on network coordination can better align proof of concept and pilot projects at the regional level for implementation.

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Statewide Center: Expectations

The statewide center will help drive and be held responsible for improving overall workforce outcomes identified by the Vision 2030 and will play a key role in the development of workforce goals and metrics.

- Assume a leadership role in coordinating performance metrics with each of the eight Regional COEs and aggregating the full picture of regional progress to the Chancellor's Office for decision-making and continuous improvement
- Ensure the provision of customized professional development for increasing student-centered LMI expertise and training for Regional Centers of Excellence staff
- Routinely meet with the Regional Centers of Excellence and co-design an annual ***Learning Arc*** with them with themes and purpose-driven meetings
- Design effective dashboards and routinely update the Regional Centers of Excellence and the Chancellor's Office team with a state-wide view of progress
- Provide a liaison role with the Chancellor's Office to leverage professional development opportunities for Regional COE staff and stakeholders.

Eligibility - Organizations

To be eligible under these RFAs, organizations must that have demonstrated effectiveness in providing regional Labor Market Information, technical assistance, network coordination, and other student-centered services. Examples of these organizations are:

- California community colleges as defined by the California Education Code;
- Public or private non-profit agencies;
- Community-based or faith-based organizations focused on workforce education and training and/or economic development missions;
- Non-profit institutions not described above with the ability to provide leadership and elevate their delivery of regional student-centered LMI and career mobility analyses, technical assistance, network coordination, needs assessment services for Bachelor's Degree Programs, and continuous improvement planning;
- Partnership between an employer and an entity described above that has demonstrated effectiveness in the services required for funding; and
- Economic development agencies or development corporations that are local or regional.
- A nonprofit organization that meets the requirements of this RFA must provide **verifiable evidence of its recognition by the California Secretary of State as a nonprofit**, or other verifiable documentation, such as Internal Revenue Service certification (as applicable), either as an attachment to its response or prior to being awarded a grant.

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Additional information can be found in the RFA in the section:

- Eligibility

Eligibility – Additional Requirements

- Must be able to provide documentation of ability to do business in the State of California
- Must demonstrate past effectiveness in serving regional college and industry LMI needs
- Must provide information on past and current grant management performance and organizational capacity

Additional information can be found in the RFA in the section:

- Eligibility

Award Conditions – Phase 1

Phase One (Grant Year: 1-3)

Agency Rules and Guidance – adhere to the following guidance:

- All Chancellor's Office (agency) policies governing the delivery of services.
- All state guidance developed by the Chancellor's Office including guidance memos, implementation guidelines, and agency letters and/or other federal, state, agency requirements.
- Adhere to Chancellor's Office and ESLEI guidance for branding and naming conventions.

Data collection and management. Eligible applicants must implement data management and documentation procedures and submit timely data to the system's statewide management information system. This statement of work includes timely data collection and data security protocols if data includes identifiable student or college data.

Staffing Plan. Provide a staffing plan that demonstrates the required expertise to provide services as outlined in this RFA's Deliverables.

Additional information can be found in the RFA in the section:

- Staffing Plan

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Award Conditions – Phase 2

Phase Two (Grant Year: 4-5)

Continuous Improvement Planning and Services. Successful applicants must develop a statewide continuous improvement framework to further support the setting and accomplishment of student-centered and industry goals across the region.

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Match Requirement

There is a 25 percent match requirement for these funds.

- Two kinds of cost sharing permitted for this application: cash and in-kind.
- Grantees will have to provide the correct amount of match funds, use the funds only on allowable expenses, and maintain records in case of an audit or site visit.

Cash

- Includes cash spent for project-related costs. The allowable cash match must include costs that are "necessary, reasonable, and allowable under this program."

In-kind Matching

- Includes, but is not limited to, the valuation of non-cash contributions provided by a college, organization, employer or other related third party. An in-kind match may be in the form of services, supplies, real property, and equipment. The value of the service may be used for the matching requirements. The services must be necessary, reasonable, and allowable under the program.

Additional information can be found in the RFA in the section:

- Match Requirement

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Reporting Requirements

- Bi-annual reports in NOVA are required
- An end-of-project final report is due in NOVA
  - Phase 1: January 31, 2027
  - Phase 2: February 28, 2029

Phase 1: Jan. 2024 – Dec. 2026 (36 months) NOVA Reporting Dates	
July 31, 2024	Expenditure and Progress Report due covering the period of January 1, 2024, through June 30, 2024.
January 31, 2025	Expenditure and Progress Report due covering the period of July 1, 2024, through December 31, 2024.
July 31, 2025	Expenditure and Progress Report due covering the period of January 1, 2025, through June 30, 2025.
January 31, 2026	Expenditure and Progress Report due covering the period of July 1, 2025, through December 31, 2025.
July 31, 2026	Expenditure and Progress Report due covering the period of January 1, 2026, through June 30, 2026.
January 31, 2027	End of Term Report covering Phase 1 (Years 1-3).

Phase 2: Jan. 2026 – Dec. 2028 (24 months) NOVA Reporting Dates	
July 31, 2027	Expenditure and Progress Report due covering the period of January 1, 2027, through June 30, 2027.
January 31, 2028	Expenditure and Progress Report due covering the period of July 1, 2027, through December 31, 2027.
July 31, 2028	Expenditure and Progress Report due covering the period of January 1, 2028, through June 30, 2028.
January 31, 2029	Expenditure and Progress Report due covering the period of July 1, 2028, through December 31, 2028.
February 28, 2029	End of Term Report covering Phase 2 (Years 4-5).

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Application Due Date

Due Date: **Sept. 11, 2023, by 5:00 PM**

Must submit Application in NOVA

Applications are screened and Evaluated

Screening Criteria

1. The application was submitted by an eligible organization as outlined in the “Application Criteria” section below.
2. The application was received by the submission deadline.
3. The application was submitted in the required format with all required information.
4. The application included appropriate signatures.
5. The application included all sections, including a budget and budget justification.
6. The application doesn’t exceed the page/character limit as specified in the submission process.

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Application Evaluation

Applications will be evaluated based on criteria and sufficiency of addressing the RFA Statement of Work, guidance and requirements, list of deliverables, and application narrative and budget.

- Staffing Plan Template available on WEDD RFA Website

Sections	Maximum Points
Abstract	0
Approach	25
Strategic Alignment	20
Staffing Plan/Organizational Chart	10
Work Plan	35
Budget and Budget Narrative	10
Total Points	100

Additional information can be found in the RFA in the section:

- Application Criteria

California Community Colleges

Application Section Review - **Statewide Center**

Abstract (not rated)	Approach (25 Points)	Strategic Alignment (20 Points)
• Provide a summary outlining the overall approach the applicant is proposing for the award period of performance (Phase 1: Years 1-3); and (Phase 2: Years 4-5).	• Describe the strategic approach they will use to lead and support the Regional Centers of Excellence and elevate performance and outcomes	• Describe how they will be strategically aligning their support of the Regional Centers of Excellence with at least five types of key stakeholders in each of the regions represented

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Additional information can be found in the RFA in the section:

- Application Due Date

Application Section Review - Statewide Center Workplan

Applicants must demonstrate that the strategies and activities proposed in the Work Plan are organized with Phase 1: Years 1-3 and Phase 2: Years 4-5.

A description of how the Workplan and associated services will align with both the ESLEI career mobility strategic directions, Governor's Roadmap to Equitable Recovery, and local college and/or state, Strong Workforce Program, Perkins comprehensive local needs assessment (CLNA) and the California State Plan for CTE.

A description of what primary services the Workplan will specifically include as it relates to supporting the Regional Centers of Excellence in Phase 1: student-centered career mobility and LMI data.

A description of how the Workplan will leverage or conduct a Statewide Landscape Assessment.

Workplan to include how the Career Mobility Accelerator Center will use data for continuous improvement; applicants must describe how data or other LMI can be optimized and used by the Chancellor's Office, and other statewide and regional stakeholders to help them better understand program performance, improve programs, eliminate ineffective programs, and improve outcomes for students, businesses, and especially underrepresented groups.

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Additional information can be found in the RFA in the section:

- Application Due Date

Application Section Review

Regional COEs

Abstract (Not Rated)

- Provide a summary outlining the overall approach the applicant is proposing for the award period of performance (Phase 1: Years 1-3); and (Phase 2: Years 4-5).
- Must include how the expanded role of the Regional Centers of Excellence provides student/adult learner and industry related LMI technical assistance

Approach (25 Points)

- A description of:
  - the needs of the region and communities served including LMI research data and methodology that will be used when determining the needs of community
  - additional labor market factors and calculation methods that will be used to ensure that demand calculations will be expanded to include career mobility.
- The Needs Statement
- Re-envisions the current Regional Centers of Excellence of Excellence to align with the Chancellor's Office vision

Strategic Alignment (20 Points)

- describe how they will be strategically aligning their support of the Regional Centers of Excellence with at least five types of key stakeholders
- demonstrate that they performed outreach to, and gathered information on, relevant colleges and entities in the region to ensure strategic alignment to overall RFA goals and regional improvement efforts.

Additional information can be found in the RFA in the section:

- Application Due Date

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Application Section Review – Regional COEs Workplan

Applicants must demonstrate that the strategies and activities proposed in the Workplan are organized with Years 1-5: Workplans should include:

A description of how the Workplan and associated services will align with the ESLEI career mobility strategic directions, Governor's Roadmap to Equitable Recovery , and local college and/or state, Strong Workforce Regional Plans, Perkins comprehensive local needs assessment (CLNA) and State Plan for CTE.	A description of what primary services the Workplan will specifically include as it relates to student-centered career mobility and LMI data.	A short description of how the Workplan will include active engagement with at least five types of key stakeholders in each of the regions	A description of how the Workplan will leverage or conduct a Workforce Regional Needs Assessment	The Workplan must include a detailed section for how the Regional Centers of Excellence will approach the provision of Technical Assistance for colleges and key stakeholders to better understand the opportunities within the dynamics of the regional economy.	Workplan must include how they will use data for Continuous Improvement; applicants must describe how data or other Labor Market information can be optimized and used by regional stakeholders to help them better understand program performance.

Additional information can be found in the RFA in the section:

- Application Criteria

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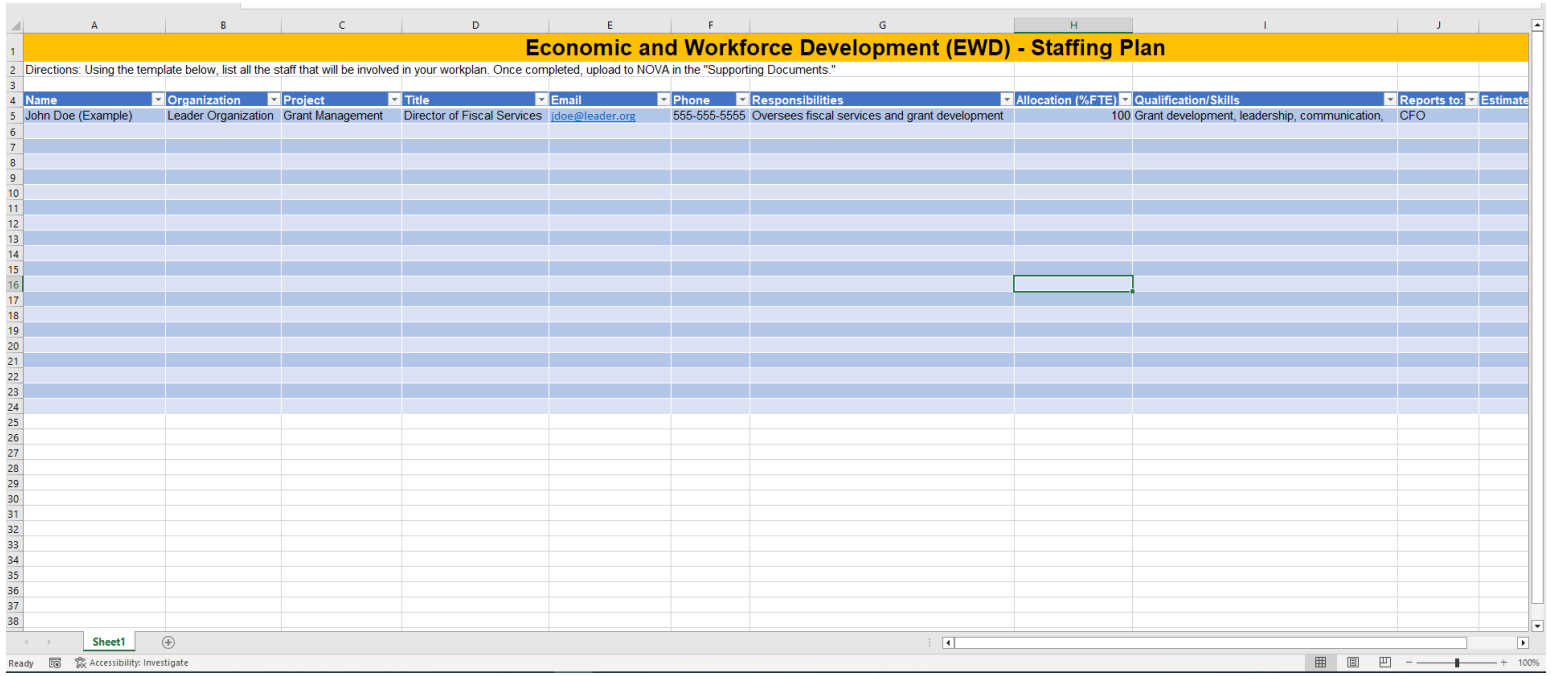
Application Section Review – Staffing Plan

Applicable to both RFAs

Use the template provided to list the contact information, roles, and responsibilities for the lead organization and any expected partners. Also, upload an Organizational Chart for your project team.



Economic and Workforce Development (EWD) - Staffing Plan

Directions: Using the template below, list all the staff that will be involved in your workplan. Once completed, upload to NOVA in the "Supporting Documents."

Name	Organization	Project	Title	Email	Phone	Responsibilities	Allocation (%FTE)	Qualification/Skills	Reports to:	Estimate
John Doe (Example)	Leader Organization	Grant Management	Director of Fiscal Services	jdoe@leader.org	555-555-5555	Oversees fiscal services and grant development	100	Grant development, leadership, communication,	CFO	

Download Template at the [WEDD RFA Website.]

Additional information can be found in the RFA in the section:

- Application Due Date

Application Section Review – Budget and Narrative

Applicable to both RFA

Maximum Points Value: 10

Applicants with partnerships must budget for the amount requested by the lead organization/institution and must include any subaward amounts. In preparing the budget, the applicant must provide a concise narrative explanation to support the budget requested. One single integrated budget narrative should be submitted in NOVA.

Budget Narrative: In the Budget section, each applicant must include a budget by object code and provide detailed descriptions. NOVA allows for expenditure object code 1000-7000:

1000 – Instructional Salaries

2000 – Non-Instructional Salaries

3000 – Employee Benefits

4000 – Supplies and Materials

5000 – Other Operating Expenses and Services

6000 – Capital Outlay

7000 – Other Outgo Indirect Costs

Indirect costs should not exceed 4 percent and should be calculated as follows:

Grant Amount ÷ 1.04 = Grant Operating Budget × 4 percent = Indirect Costs

Additional information can be found in the RFA in the section:

- Application Due Date

Important Timelines

Event	Date
RFA Questions Submission Deadline:	August 25, 2023
Deadline for Submitting Applications:	September 11, 2023
Announcement of Award:	October 4, 2023
Application non-award Appeal Deadline:	October 14, 2023
Grant begins:	January 1, 2024

Additional information can be found in the RFA in the section:

- Calendar of Key Dates

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How to Apply

- Applications will be available starting on Aug. 17 in NOVA!
  - Applicants must have a NOVA log in to apply. No account? No problem. Request for access here.
  - Other resources (i.e.: Staffing Plan) needed for the application process can be found on the WEDD RFA website
- NOVA Training Webinar
  - Aug 17, 2023, 1:00-2:00 PM Pacific Time
  - Sign up for the webinar today

Due in NOVA by September 11, 2023, 5:00 PM.

Additional information can be found in the RFA in the section:

- Application Submission

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Incomplete and Late Applications

- Incomplete or late applications will not be considered. The WEDD Selection Committees reserve the right to reject any and all applications received prior to scoring should the following occur:
  - The application is not received through the NOVA system by **5:00PM on Monday, September 11, 2023**. NOVA will not accept applications after the deadline.
  - The budget exceeds the maximum amount allowed as specified in the Application instructions.
  - The application does not meet the match requirement funding levels and/or indicates that the match comes from non-allowable sources.
  - The application is incomplete and/or missing any required documents.

Additional information can be found in the RFA in the section:

- Application Submission

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Appeals Process Part 1 of 2

- Applicants who wish to appeal a grant award decision must submit a letter of appeal to the Chancellor's Office no later than 5:00PM on October 14, 2023; the letter of appeal must include the signature by the authorized person.
  - Only emailed letters will be accepted.
  - Appeals should be submitted to the Chancellor's Office at the following email address EWD@cccco.edu
  - The final decision will be provided in writing within two weeks from the date that appeals are due.
  - The Chancellor's Office decision shall be the final administrative action afforded the appeal.

Additional information can be found in the RFA in the section:

- Appeals

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Appeals Process Part 2 of 2

- Appeals shall be limited to the grounds that the Review Committee failed to correctly follow the specified processes for reviewing the application.
- The applicant must file a full and complete written appeal, including the process(s) in dispute.
- Incomplete or late appeals will not be considered.
- The applicant may not supply any new information that was not contained in the original application.

Useful Links

Updates to RFA/FAQ/Recording of this webinar
WEDD EWD RFA website

New to NOVA? Request an account
https://nova.cccco.edu/request-access

For additional NOVA questions, utilize the helpdesk https://nova.cccco.edu/help.

NOVA Program Training video library
https://www.youtube.com/channel/UCbnKxCuUjTq1eKNWZRPpbsA

Applicants are encouraged to check the RFA website regularly for updates to RFA or FAQ

Additional information can be found in the RFA in the section:

- RFA Clarification

California Community Colleges

RFA Questions: Email to EWD@cccco.edu by August 25, 2023

Questions will be posted at WEDD Webpage

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Thank you!

www.cccco.edu

Tell us how we did. Share your feedback here.