



California Community Colleges

Monday
May 19, 2025
12PM

Equal Employment Opportunity Innovative Best Practices Grants: Bidder's Conference & NOVA Walk-Through



Closed Caption

Click this tab to read live
captions.



Q&A

Click this tab to enter
questions for the presenters.

Today's Presenters



Dr. Rowena M. Tomaneng
Deputy Chancellor



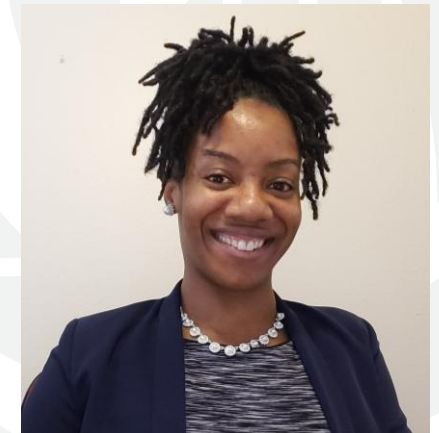
Christopher Ferguson
Executive Vice Chancellor of Finance
and Strategic Initiatives



Dr. Siria Martinez
Vice Chancellor of Equity
Innovation, and Institutional
Effectiveness for the Institutional
Effectiveness Division



Dr. Abdimalik Buul
Visiting Executive of Institutional
Equity, Innovation, and Strategic
Impact



Dr. Krystal Henderson
Grant Monitor
Equal Employment Opportunity
Innovative Best Practices Grants

Webinar Agenda

1. Background and Context
2. Overview of the Equal Employment Opportunity Innovative Best Practices Grants Request for Applications
3. NOVA Walk-through
4. Review of Support Resources and Tools
5. Q&A
 - Note: Questions submitted via the Q&A chat will be collected and addressed following the webinar on the EEO Chancellor's Office Webpage

Background and Context

The Legislature has designated \$12,767,000 in the 2024-2025 Budget Act (AB 107) to support EEO initiatives. Of these funds, \$10 million was designated “to support the continued implementation of equal employment opportunity plans and to enable campuses to engage in sustainable practices to diversify faculty, staff, and administrators, including the continued use of best practices and tools identified by the Chancellor of the California Community Colleges’ Equal Employment Opportunity and Diversity Advisory Committee [‘EEODAC’].” The Chancellor’s Office has allocated the \$10 million to be distributed to eligible districts through apportionment.

The remaining funds, \$2.767 million, will be allocated to the EEO IBP Grants program to further support districts in implementing best practices for equal employment opportunity initiatives. Only those districts that have the 2024 EEO Annual Certification form on file with the Chancellor’s Office, demonstrating compliance with Multiple Methods pursuant to Education Code section 87102, will be eligible for this funding opportunity.

Program Overview

| | |
|-------------------------------------|--|
| Funding Agency: | California Community Colleges Chancellor's Office |
| Sponsoring Division: | Institutional Effectiveness |
| Funding Opportunity Title: | Equal Employment Opportunity (EEO) Innovative Best Practices Grants |
| Closing Date for Submission: | August 1, 2025 |
| Funding Period: | January 1, 2026 - June 30, 2028 |
| Award Amount: | Tier 1: \$150,000, Tier 2: \$100,000 |
| Total Funds Available: | \$2,767,000 |
| Award Announcement Date: | October 24, 2025 |
| Project Start Date: | January 1, 2026 |
| Grantee Kick-Off Meeting: | January 12, 2026 |
| Eligibility: | Districts must have a 2024 Multiple-Methods Certification form on file with the Chancellor's Office will be eligible. Only one application per district will be accepted. Past performance will be considered. |
| Questions: | eeosubmissions@cccco.edu |

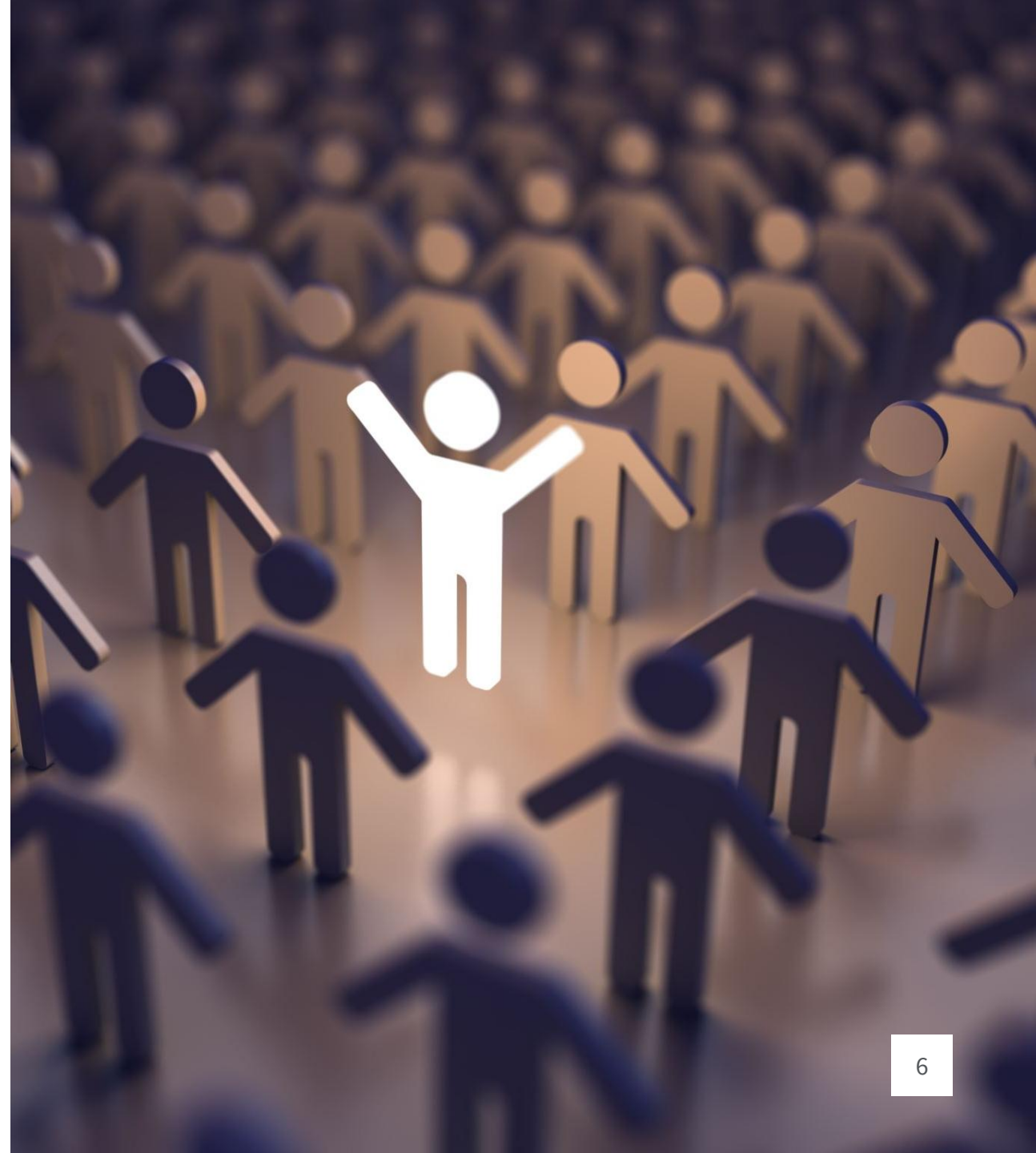
Goals and Purpose

The **goals** of the EEO Innovative Best Practices Grants are twofold:

1. Support districts in implementing innovative employment strategies that promote fair and inclusive hiring practices in pre-hiring, post-hiring, and retention.
2. Enhance and expand existing EEO efforts that promote equal access to employment, professional development opportunities, and faculty and staff diversity, consistent with applicable law.

Purpose

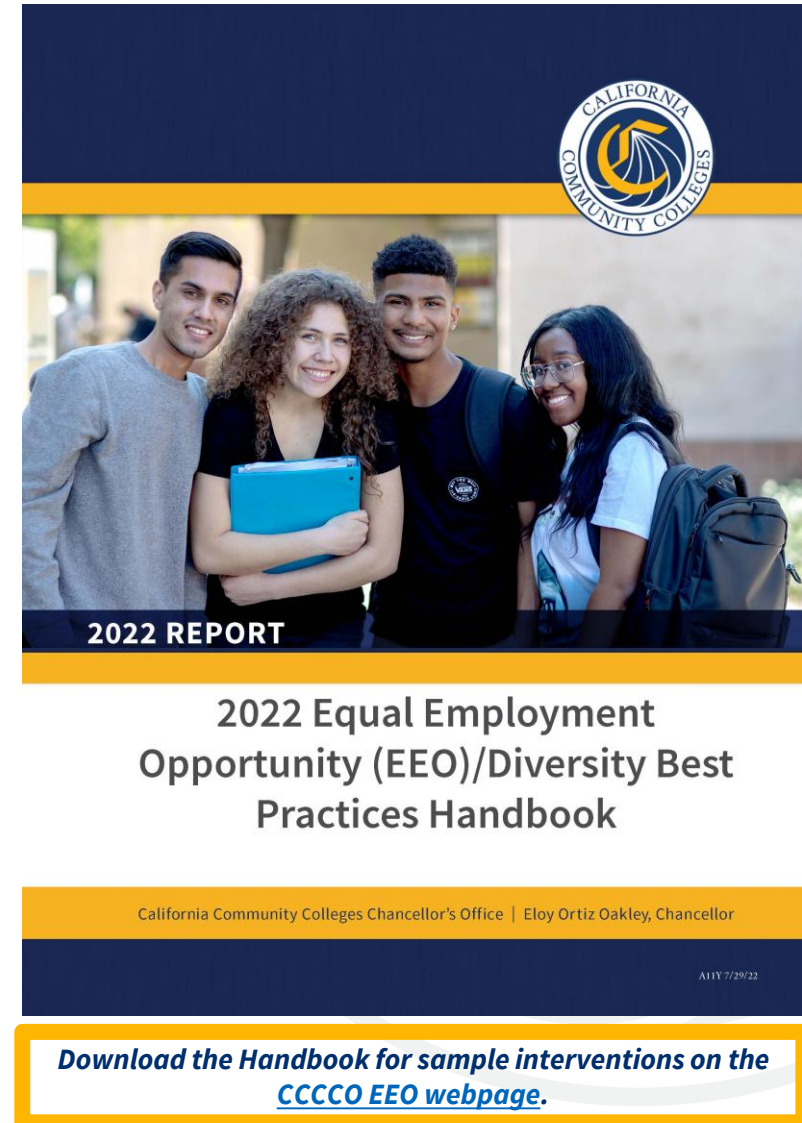
- The EEO Innovative Best Practices Grants are competitive awards designed to support institutions in piloting or developing innovative employment practices. Funding may also be used to enhance or expand existing EEO initiatives that promote faculty and staff diversity, consistent with applicable law.



Intervention Efforts

Proposed activities must lead to one or more of the intervention efforts outlined below:

- 1. Pre-Hiring Interventions:** Strategies that support an equitable and inclusive environment that help to attract and retain qualified candidates, including, but not limited to, those from underrepresented groups and other nontraditional candidates.
- 2. Post- Hiring Interventions:** Strategies that promote development of diverse and qualified candidate pools and/or eliminate bias in hiring decisions.
- 3. EEO Interventions:** Strategies that gather and utilize hiring and workforce data, support new employees, or manage and respond to EEO complaints.



Special Remarks



Dr. Rowena M. Tomaneng
Deputy Chancellor



Christopher Ferguson
Executive Vice Chancellor of
Finance and Strategic
Initiatives

Expected Outcomes

Proposed interventions should also be presented with attainable, yet bold, outcome measures. Outcome measures should align with your specific intervention's goals and activities. Sample outcome measures are included below.

- Increased representation in hiring and promotions amongst underrepresented groups.
- 20% of new hires participated in institution's mentorship or internship program.
- 15% of management-level positions were offered to internal candidates who participated in EEO-related professional development training.
- 50% of participants in the fellowship program received an offer of employment at a community college.
- Number of professional development services rendered in alignment with outlined impact measures.
- 25% of staff participated in the newly updated EEO training.
- 35% of classified professionals participated in leadership development programs.

Calendar of Key Dates

EEO IBP Grants

| | |
|--|-----------------------|
| RFA Released: | April 28, 2025 |
| Bidder's Conference & Nova Walk-Through | May 19, 2025 |
| Deadline for Submitting Questions: | June 27, 2025 |
| Application Deadline: | August 1, 2025 |
| Notification of Intent to Award: | October 24, 2025 |
| Appeals of Award Decisions Deadline: | November 7, 2025 |
| Grant Commencement: | January 1, 2026 |
| Grantee Kick-Off Meeting: | January 12, 2026 |
| Grant Period End: | June 30, 2028 |

Application Due Date

**Friday, August 1, 2025
by 5:00PM Pacific Time**

The NOVA application system
will close at that time and no
late submissions will be
accepted.

Eligible Applicants

- To be eligible for the EEO Innovative Best Practices grant, districts must have the 2024 EEO Annual Certification form on file with the Chancellor's Office demonstrating compliance with Multiple-Methods requirements.
- Only one application per district will be accepted.
- Past performance in managing past Chancellor's Office grants, including, but not limited to, the 2023-2025 EEO Innovative Best Practices grant, will also be considered, including:
 - use of funds
 - achievement of project objectives
 - compliance with grant conditions
 - and the timely submission of acceptable performance reports,

Funding Levels and Award Period

There are two funding levels available.

- **Tier 1:** If your district had an annual credit and non-credit FTES of 15,000 or higher in the 2023-2024 academic year, you are eligible to apply for Tier 1. The maximum award amount for Tier 1 is up to \$150,000.
- **Tier 2:** If your district had an annual credit and non-credit FTES of 14,999 or lower in the 2023-2024 academic year, you are eligible to apply for Tier 2 funds. The maximum award amount for Tier 2 is up to \$100,000.

Grants will be distributed in two equal installments. Round 1 funds will be issued in January 2026. Round 2 funding is contingent on meeting the outlined outcome measures and will be provided for the 2027-2028 academic year. All performance must be completed by June 30, 2028. No extensions will be granted, except for well-documented compelling circumstances.

Indirect Cost Rate

The grantee institution may allocate up to 5% of the total grant award for administrative indirect costs.

There is no match requirement.

Incomplete and Late Applications

Incomplete or late applications will not be considered, except where the incompleteness or late submittal is directly caused by technical issues related to the submittal system. The Chancellor's Office, at its sole discretion, reserves the right to waive any minor defects in an application. The Chancellor's Office, at its sole discretion, reserves the right to reject an application prior to scoring if:

- The budget exceeds the maximum amount as specified in the application instructions.
- The application is incomplete and/or missing any required documents.

RFA Clarification

- If any ambiguity, conflict, discrepancy, omission, or error is found in this RFA, notify the Chancellor's Office immediately and request written clarification. Any addendum or clarification will be posted on the Chancellor's Office website. Applicants are responsible for checking the website for updates to the RFA or FAQs, as no other notifications will be provided.
- Written questions about the specifications and instructions in this RFA must be emailed to eeosubmissions@cccco.edu. A FAQs document will also be posted on the Chancellor's Office website.

Appeals

As described in the Chancellor's Office Contracts and Grants Manual, an appeal of a grant award must be in writing signed by the district chancellor or college president or designee. **The appeal must be emailed to the Vice Chancellor of the division responsible for funding the project (as identified in the RFA) within 10 business days after the date the notice of intent to award is posted.** The appeal must specify the grounds of appeal and must be based on the process and/or procedures used in the review and recommendation of applications for awards.

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. Appeals should be submitted to the Vice Chancellor at the following email address: eeosubmissions@cccco.edu.

Rubric Areas and Selection Criteria

Grant applications are scored
based on a 100-point scale

A minimum average score of
75 must be obtained during
the review process

| Application Component | Maximum points |
|---|-------------------|
| Budget and Budget Narrative | 15 |
| Application Narrative with clear problem statement | 25 |
| Workplan | 35 |
| Project Management/ Institutional Commitment | 15 |
| Overall Project Feasibility | 10 |
| Total | 100 |

Signature Page

- All applications must include a Grant Application Signature Page.
- Note required signatures include Vice Chancellor or Vice President of Human Resources and the Chancellor or Superintendent/President.

Grant Application Signature Page

Endorsement of this document indicates that you have read, reviewed, and can attest to the accuracy of the application prepared on behalf of the following district.

| | |
|---------------------------------------|--|
| Project Title and College Name | |
|---------------------------------------|--|

| | |
|--|--|
| Principal Investigator (Project Lead) | |
| First and Last Name | |
| Title | |
| Signature | |
| Date | |

| | |
|--|--|
| Authorized Equal Employment Opportunities Officer¹ | |
| First and Last Name | |
| Title | |
| Signature | |
| Date | |

¹The Vice Chancellor or Vice President of Human Resources is the authorized signing official for the RFA process.

| | |
|---|--|
| Executive/Administration Level Sponsor² | |
| First and Last Name | |
| Title | |
| Signature | |
| Date | |

²The Executive/Administration Level Sponsor should follow your district's process and match the person listed in the PROJECT MANAGEMENT/INSTITUTIONAL COMMITMENT section.

| | |
|--|--|
| Authorized Signing Official³ | |
| First and Last Name | |
| Title | |
| Signature | |
| Date | |

³The Chancellor or Superintendent/President is the authorized signing official for the RFA process.

Application Submission and Instructions

Only applications submitted via the NOVA system will be accepted.

- Roles in NOVA: Applicants should designate representatives for the following roles during the application process and throughout the performance period. Confirm with each contact prior to listing them on the application, ensuring they are willing to perform the corresponding tasks.
- The required Project Contacts are: Project Lead Contact, Alternate Project Lead Contact, and Institutional Project Fiscal Reporter.

Rejection of Application

- The Chancellor's Office reserves the right to waive any immaterial defect in any application and/or to reject all applications received. A grant application shall be rejected prior to scoring if:
- It is received at the Chancellor's Office via electronic submittal in NOVA later than 5:00 PM PST on August 1, 2025, or is incorrectly submitted.
- The proposed budget amount exceeds \$150,000 for tier 1 or \$100,000 for tier 2.
- Any of the required components of the application are incomplete or not submitted.

Instructions for Preparing to Apply

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](#)

Welcome to NOVA

Log In

Email

Password

[Forgot your password?](#)

Log In

[Request access to NOVA](#)

[NOVA Help Desk](#)

Demonstration

Welcome to NOVA

Log In

Email

Password

[Forgot your password?](#)

Log In

[Request access to NOVA](#)

[NOVA Help Desk](#)

Reporting

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

Preliminary Report

- A preliminary report must be submitted in the format prescribed by the Chancellor’s Office by April 30, 2027. Grantees will be notified of the submission process prior to the start of the grant cycle.
- *If needed, the Grant Monitor or Chancellor’s Office staff may invite grant recipients to a technical assistance meeting to address any challenges in meeting the outlined goals, including utilizing resources from the Chancellor’s Office Vision 2030 or institution-specific support. Grantees are required to participate in technical assistance meetings and workshops as requested during the performance period.*

Final Report

- The final report must include a project evaluation, a detailed description of progress made toward each outcome measure, and a full account of all program expenditures. Data must be disaggregated by key demographics such as race, gender, etc. Further details on the final report's contents will be provided later.

| Expenditure End Date | Reporting Due Date | Annual Expenditure and Reports |
|----------------------|--------------------|---|
| March 31, 2027 | April 30, 2027 | 1st Annual Expenditure (Year 1) and Progress Report due |
| June 30, 2028 | August 31, 2028 | Final Expenditure (Years 1-2) and Final Report including overall Project Evaluation |

Application Resources and Tools

Applicants are encouraged to review these resources while preparing application materials.

[NOVA](#)

[DATAVISTA](#)

[MIS Data Mart](#)

[2022 Equal
Employment
Opportunity \(EEO\)/
Diversity Best Practices
Handbook](#)

[Equal Employment
Opportunity \(EEO\) 10-
Point Plan for Faculty
Diversity Hiring](#)

Question & Answers



California Community Colleges

Thank you!

Please email additional questions to
eeosubmissions@cccco.edu

www.cccco.edu