



California Community Colleges

Request for Application

California Apprenticeship Initiative New and Innovative Grant Program Fiscal Year 2023-24 Request for Applications

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

Information	Details
Funding Years	2022-23, 2023-24
Release Date	October 23, 2023
Application Deadline	January 15, 2024 at 5:00 PM
Funding Source	California Apprenticeship Initiative New and Innovative Grant Program
Bidders' Conference	November 8, 2023 at 2:00 PM PDT https://cccconfer.zoom.us/webinar/register/WN_279Ps_IIS4GK89_I8m0I8w
Questions Deadline	Written questions concerning the specifications of this Request for Applications must be submitted via apprenticeship@cccco.edu by November 3, 2023 at 5:00 PM

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INTRODUCTION

The California Community Colleges is the largest system of higher education in the nation, composed of 73 districts and 116 colleges serving more than 2.1 million students per year. California community colleges provide college and career education to all in achieving education and employment pathways through workforce training, certificates and degrees; transfer to four-year universities; and basic skills education in English and math. As the state's engine for social and economic mobility, the California Community Colleges supports the Vision for Success, a strategic plan designed to improve student success outcomes, increase transfer rates, and eliminate achievement gaps.

The Workforce and Economic Development Division (WEDD) is responsible for managing a portfolio of programs to support community colleges in advancing economic growth and global competitiveness of the State of California and to prepare California's workforce for the 21st century. WEDD oversees several streams of state and federal funds, including Perkins V: Strengthening Career and Technical Education for the 21st Century Act, Strong Workforce Program (SWP), K12 Strong Workforce Program, Economic and Workforce Development (EWD), California Adult Education Program, California Apprenticeship Initiative, and Nursing Program Support, among others. Through these funds, WEDD aims to support colleges in closing the skills, employment and equity gaps, to enable wage and employment progression, to foster student success and completion, and to prepare students for the future of work.

Workforce and Job Recovery with Equity

The California Community Colleges Chancellor's Office, in support of the state's efforts, is focused on a broad-based approach to post-pandemic workforce recovery. The recovery efforts target regional investments to serve greater numbers and diverse populations of Californians and the delivery of flexible workforce training and education for career pathways that result in high-skill and high-wage employment. Specifically, investments should expand and enhance proven workforce training models and support systems that focus on equity, access and inclusion, and deeper participation by individuals and employers.

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PROGRAM OVERVIEW

This section provides a summary of key program attributes and dates. This information will be extrapolated further in subsequent sections of this document.

Funding Agency: California Community Colleges Chancellor's Office

Sponsoring Division: Workforce and Economic Development Division

Funding Opportunity Title: California Apprenticeship Initiative New and Innovative Grant Program

Fiscal Year 2023-24 Request for Applications

Closing Date for Submissions: January 15, 2024

Funding Period: July 1, 2024 – June 30, 2027

Max Award Amount per Application: \$1,500,000

Total Funds Available: Up to \$40,000,000

Project Start Date: July 1, 2024

Intent to Award Announcement: February, 2024

Questions: apprenticeship@cccco.edu

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BACKGROUND

As part of the California Community Colleges ongoing efforts to meet the state’s need for an educated and skilled workforce and the Governor’s goal of serving 500,000 earn-and-learn apprenticeships by 2029, the Chancellor’s Office is pleased to announce the availability of Proposition 98 funds for the California Apprenticeship Initiative (CAI) New & Innovative (N&I)- Pre-Apprenticeship and Apprenticeship Grant Program. Apprenticeship is a mechanism to eliminate the barrier between education, training, and employment and create a seamless pathway. While the goal is to serve 500,000 apprentices, California has currently served roughly 100,000, and the state has a need to create innovative ways to scale the growth of registered apprenticeships. The CAI N&I seeks to create new and innovative apprenticeship opportunities in priority and emerging industry sectors or areas in which apprenticeship training is not fully established or does not exist.

GOALS, PURPOSE, AND PRIORITIES

Goals

The goal of the CAI N&I Grants Program Fiscal Year 2022-23 Applications is to create new and innovative apprenticeship opportunities in priority and emerging industry sectors or areas in which apprenticeship training is not fully established or does not exist—according to the Division of Apprenticeship Standards (DAS), new and innovative apprenticeship opportunities are apprenticeship opportunities in sectors other than the building and fire trades. Programs should tap into CAI N&I funding throughout the life cycle of the program and use the different grant purposes to create stackable funding: Planning Grants, Implementation Grants, and then Expansion Grants.

Purpose

Although applicants may submit any number of applications, Implementation and Expansion applications must be specific to one apprenticeship program¹ or one pre-apprenticeship program which may support several apprenticeship programs, and all applications may only address one of the following purposes:

1. Program Planning Grant
 - a. Up to 1 year grant term.
 - b. Up to \$120,000 per award.
 - c. 80% advance payment, 20% upon final report and contingent upon actual costs
 - d. To be used to develop a plan to create new apprenticeship programs or pre-apprenticeship programs and to register those programs with DAS.
2. Program Implementation Grant
 - a. Up to 3-year grant term.
 - b. Up to \$1,500,000 per award.
 - c. 20% advance, quarterly payment thereafter contingent upon achieved outcomes and actual costs.
 - d. To be used to implement a recently DAS-registered pre-apprenticeship program or apprenticeship program.

¹An apprenticeship program means a comprehensive plan containing, among other things, apprenticeship program standards and related and supplemental instruction course outlines for a specific occupation or group of occupations (8 CCR Sec 205 (e)). An apprenticeship program is separate from its Apprenticeship Program Sponsor. Apprenticeship Program Sponsors may manage any number of apprenticeship programs.

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3. Apprenticeship Program Expansion Grant
 - a. Up to 2-year grant term.
 - b. Up to \$1,000,000 available per award.
 - c. 20% advance, quarterly payment thereafter contingent upon achieved outcomes and actual costs.
 - d. To be used to complete one-time activities that an Apprenticeship Program Sponsor or LEA Partner otherwise does not have funding to support--such as activities related to refining curriculum, or purchasing additional training materials and equipment, or recruiting, training, and onboarding additional program instructors--and that will allow the program to permanently expand its annual capacity.

Priorities

The Chancellor's Office will give priority consideration to applications supporting past successful CAI N&I - H RTP grantees that applied for award in FY 2020-21 and FY22-23 CAI N&I - Planning Grant grantees that have demonstrated achieving successful outcomes. These applications will be reviewed and have award decisions made before any other applications. Priority will then be given as indicated in the Application Criteria Section. All CAI N&I Grant Program funds will be made available for award to applications received in the application deadline included in this RFA. If funding remains after the application deadline decisions, an additional application deadline may be determined and publicized in a MEMO disseminated to the WEDD MEMO list serv (registration is accessible here:

https://docs.google.com/forms/d/e/1FAIpQLScX6t_1fSGEtr4jvw7OgNuTCQz43CD9vu7CvUdQP MysEfCsDg/viewform).

OUTCOMES

Outcomes Measures

The degree of success of CAI N&I-funded programs will be evaluated on the series of metrics described below. Outcomes will be evaluated to guide future use of CAI funds to provide for the greatest increase in apprenticeship opportunities.

1. Planning Grants
 - a. Whether the program acquires registration.
 - b. The number of initial apprenticeship and pre-apprenticeship opportunities that employer partners and apprenticeship programs agree to provide in the first year of the program.
 - c. The annual number of recurring apprenticeship and pre-apprenticeship opportunities that employer partners and apprenticeship programs anticipate they will be able to provide for future cohorts.
 - d. Proposed apprentice and journeyman salaries compared to local cost of living estimates.
2. Implementation Grant
 - a. The number of apprentices or pre-apprentices registered each quarter of the grant.
 - b. The number of apprentices or pre-apprentices that complete the program each quarter of the grant.

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- c. The number of apprentices that continue employment after completing the program or the number of pre-apprentices that continue into an apprenticeship program after completing the program.
 - d. Apprentice and journeyman salaries compared to local cost of living estimates.
3. Expansion Grant
 - a. The number of additional annual apprenticeship opportunities the program provides.
 - b. Apprentice and journeyman salaries compared to local cost of living estimates.

Expected Outcomes

CAI N&I-funded grants will be expected to achieve outcomes as described below.

1. Planning Grant
 - a. Obtain DAS registration for one or multiple apprenticeship programs or pre-apprenticeship programs.
 1. For Apprenticeship Program: Obtain Employer MOUs that guarantee hiring a specific number of apprentices and that identify apprentice and journeyman wages.
 2. For Pre-Apprenticeship Program: Obtain MOUs that guarantee pre-apprentices will receive priority evaluation for acceptance into partner DAS-registered apprenticeship programs.
2. Implementation Grant
 - a. At least one apprentice is registered for every \$15,000 awarded or one pre-apprentice for every \$2,500 awarded.
 - b. At least 80% of participants retain and progress through the program according to the planned schedule, including completing the program for apprentices whose schedules call for completing within the grant term.
 1. If participants are not scheduled to complete within the grant term, it is expected that participants retain at no less than 80%.
 - c. Participants who complete apprenticeship programs receive living wages as compared to local cost of living.
 - d. A five-year plan, starting at the culmination of the grant, which demonstrates the program's long-term sustainability.
 - e. An active system to provide—or direct participants to—accessible, comprehensive, academic, and nonacademic student support services (including, but not limited to, job readiness coaching and career guidance, case management, success coaching, and financial aid) which should remove barriers to entry and completion for any program participants.
3. Expansion Grant
 - a. The program can register at least one additional apprentice annually, beyond what it was previously capable to register, for every \$15,000 awarded.
 - b. A five-year plan, starting the year after the culmination of the Apprenticeship Program Expansion Grant, which demonstrates the program's long-term sustainability.

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- c. An active system to provide—or direct participants to—accessible, comprehensive, academic, and nonacademic student support services (including, but not limited to, job readiness coaching and career guidance, case management, success coaching, and financial aid) which should remove barriers to entry and completion for any program participants.

GENERAL AWARD INFORMATION

Funding and Performance Period

The maximum award amount is \$1,500,000 per application but varies per grant purpose. This is an open competition and there is no limit to the number of applications one single entity may submit per submission deadline. Up to \$40,000,000 is available for award, subject to availability of funds.

Grants will be awarded for up to (36) month performance periods, depending on the grant purpose. For example, Planning Grants will be awarded for one year performance periods while Implementation Grants may be awarded for three-year performance periods. Grant performance periods will be specified in the scope of work of the grant agreement. Extensions beyond the initial grant performance period will not be provided. All performance under this allocation shall be completed by December 31, 2027, or earlier as identified in the grant agreement. All grant invoices must be submitted no later than 6 months after the final day of the performance period. Grant agreements will extend 6 months beyond the performance period to ensure that grant closeout activities are completed while agreements are still active.

Invoices submitted later than 6 months after the final day of the performance period are ineligible for payment and may be rejected by the Chancellor's Office if submitted. The Chancellor's Office may terminate a grant performance period and reject further invoices if a grantee does not complete grant reporting within the schedule specified in the grant agreement.

Awards 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 awards based upon the availability of funds, or fund applications at a lesser amount than requested if it is determined that the application can be implemented with less funding, or if funding is not sufficient to fully fund awards.

Notification of Awards

Intent to Award notification will be made only via an official Intent to Award Memo and posted on the webpage here: <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Workforce-and-Economic-Development/WEDD-Memos>. Selection of an applicant to be awarded does not constitute approval of the grant application as was submitted. Before the actual grant is awarded, the Chancellor's Office may request adjustments or modifications to the proposal and/or budget to be reflected in the grant NOVA work plan and agreement as necessary. The Chancellor's Office reserves the right not to fund any application related to this RFA for any reason. Chancellor's Office Board of Governors' approval is required

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before any grant may be awarded. The Board of Governor's approval date will be identified in the Intent to Award notification. No applicant may make a public statement regarding the award of grant funds until after the Board of Governors' approval. Grant awards are not final until grant agreements are signed by the grantee district and the Chancellor's Office Deputy Chancellor.

You may sign up to receive WEDD MEMOs here:

https://docs.google.com/forms/d/e/1FAIpQLScX6t_1fSGEtr4jvw7OgNuTCQz43CD9vu7CvUdQP_MysEfCsDg/viewform

ELIGIBILITY

Entities are eligible to apply for CAI N&I-funded grants as described below. An entity may be found ineligible for a grant award based on its history utilizing CAI N&I funding, or because of history may be held to additional unique reporting and planning requirements. For entities that have required outstanding CAI N&I fiscal reporting related to earlier CAI N&I award periods, grant funds may be withheld until all outstanding reports have been submitted, and then approved by the Chancellor's Office. All applications are required to demonstrate an innovative means to scale registered apprenticeship programs to support progress towards serving 500,000 apprentices by 2029.

1. Planning Grants
 - a. Eligible Entities
 - i. Community Colleges (CCs).
 - ii. Community College Districts (CCDs).
 - iii. County Offices of Education (COEs).
 - iv. K-12 Local Education Agencies (K-12 LEAs).
 - v. Regional Occupation Centers and Programs (ROCPs).
 - vi. California Department of Education Charter Schools (Charter Schools).
 - b. Required Eligible Application Content
 - i. Responses to all questions within the NOVA Planning Grant Application.
 - ii. All documents requested within the NOVA Planning Grant Application.
 - iii. For Charter Schools: demonstration of active CDE charter.
2. Program Implementation Grant
 - a. Eligible Institutions – Only the lead LEA of a DAS Registered Apprenticeship or Pre-Apprenticeship Program is eligible to apply:
 - i. CCs.
 - ii. CCDs.
 - iii. COEs.
 - iv. K-12 LEAs.
 - v. ROCPs.
 - vi. Charter Schools.
 - b. Required Eligible Application Content:
 - i. Demonstration of DAS registered apprenticeship program.
 - ii. Anticipated annual number of program participants during the grant period.
 - iii. Responses to all the questions within the NOVA application.

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- iv. All documents requested within the NOVA application.
 - v. A plan to provide—or direct participants to—accessible, comprehensive, academic, and nonacademic student support services (including, but not limited to, job readiness coaching and career guidance, case management, success coaching, and financial aid) which should remove barriers to entry and completion for any program participants.
 - vi. For Charter Schools: demonstration of active CDE charter.
 - c. Apprenticeship programs must be registered with DAS no earlier than January 1, 2022 and must not be associated with a CAI N&I Implementation grant at the submitting CC, COE, K-12 LEA, ROCP, or Charter School.
 3. Expansion Grant – Only the lead LEA of a DAS registered Apprenticeship Program is eligible to apply
 - a. Eligible Institutions:
 - i. CCs.
 - ii. CCDs.
 - iii. COEs.
 - iv. K-12 LEAs.
 - v. ROCPs.
 - vi. Charter Schools.
 - b. Required Eligible Application Content:
 - i. Demonstration of DAS registered apprenticeship program.
 - ii. Letters of commitment from employer partners that demonstrate identified demand for additional apprentices.
 - iii. Anticipated annual number of additional program participants the program will be able to serve in the first three years after the completion of the program expansion.
 - iv. A plan to provide—or direct participants to—accessible, comprehensive, academic, and nonacademic student support services (including, but not limited to, job readiness coaching and career guidance, case management, success coaching, and financial aid) which should remove barriers to entry and completion for any program participants.
 - v. A grant work plan that does not include activities that result in ongoing costs beyond the grant term.
 - vi. The application must demonstrate that the program does not have an alternate funding source to use to support the work plan, for example, an approved program annual budget that does not include the costs of the work plan.
 - vii. Responses to all questions within the NOVA application.
 - viii. All documents requested within the NOVA application.
 - ix. For Charter Schools: demonstration of active CDE charter.

APPLICATION DUE DATE

The complete application, including any required forms and supporting documentations, must be submitted via the Chancellor's Office NOVA system **on or before January 15, 2024 by 5:00 PM PDT**, at which time the application system will close. No other forms of submission will be accepted. Incomplete and late applications will not be accepted.

APPLICATION CRITERIA

Below is the criteria that will be used to competitively evaluate grant applications, broken down by each grant purpose. 100 points are available to be earned for each application purpose based on the below criteria. Applications will be selected to be awarded in the order of highest review score to lowest review score, until available funding is depleted. The Chancellor's Office may choose to offer an award to a specific application regardless of the application's rank in highest to lowest review score. Applications must receive at least 75 points to be eligible to be decided to be awarded. Applications that support apprenticeship programs that result in/are accompanied by community college credit, including credit for prior learning or credit acquired through competency-based education, will receive **5 starting points** in addition to points listed in the sections below. Applications that support apprenticeship programs that result in/are accompanied by a community college degree will receive **10 starting points** (inclusive of the 5 credit points previously mentioned) in addition to points listed in the sections below. Application scores will max out at 100 points.

1. Planning Grant

a. RFA Requirements (75 Points)

- i. The RFA requirements are all the details and qualities required by this RFA, for this grant purpose. The application will receive either all 75 points if it addresses all RFA requirements or zero points if it does not.
 1. Must be an eligible entity.
 2. Must support grant goal and purpose.
 3. Must address all required outcomes.
 4. Must satisfy all required eligible application content, including thorough descriptions of work plan activities and deliverables and thorough descriptions of expenditure details.
- ii. Occupation Proportion of *Regional Labor Market Demand* (25 Points)²
 1. If you identify a primary occupation that you will focus on registering, you may receive up to an additional 25 points based on the labor market demand in your region for the program occupation.

2. Implementation Grant

a. RFA Requirements (75 Points)

- i. The RFA requirements are all the details and qualities required by this RFA, for this grant purpose. The application will receive either all 75 points if it addresses all RFA requirements or zero points if it does not.
 1. Must be an eligible entity.
 2. Must support grant goal and purpose.
 3. Must address all required outcomes.

² Labor market demand must be identified by using the "Demand Tool" produced by the Centers of Excellence for Labor Market Demand, available on this web page: https://coecc.net/wp-content/uploads/2022/04/Demand-Tool_June2021.xlsm. If your occupation is not found in the demand tool, applicants will need to identify a closest alternative occupation to use in place. The NOVA application will allow for applicants to identify their actual occupation, and the alternative occupation in such cases.

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4. Must satisfy all required eligible application content, including thorough descriptions of work plan activities and deliverables and thorough descriptions of expenditure details.
 - b. Occupation Proportion of *Regional Labor Market Demand* (15 Points)³
 - i. You may receive up to 15 additional points based on the labor market demand in your region for the program occupation.
 - c. Cost per Apprentice or Pre-Apprentice (10 Points)
 - i. You may receive up to 10 additional points based on the cost of your work plan compared to the number of apprentices or pre-apprentices you will register throughout the term of the grant.
3. Expansion Grant
 - a. RFA Requirements (75 Points)
 - i. The RFA requirements are all the details and qualities required by this RFA, of this grant purpose. The application will receive either all 75 points if it addresses all RFA requirements or zero points if it does not.
 1. Must be an eligible entity.
 2. Must support grant goal and purpose.
 3. Must address all required outcomes.
 4. Must satisfy all required eligible application content, including thorough descriptions of work plan activities and deliverables and thorough descriptions of expenditure details.
 - b. Occupation Proportion of *Regional Labor Market Demand* (15 Points)⁴
 - i. You may receive up to 15 additional points based on the labor market demand in your region for the program occupation.
 - c. Cost per Apprentice or Pre-Apprentice (10 Points)
 - i. You may receive up to 10 additional points based on the cost of your work plan compared to the number of apprentices or pre-apprentices you will register throughout the term of the grant.

APPLICATION SUBMISSION

Submitting the Application In NOVA

1. To submit the application, please login using your existing NOVA account at <https://nova.cccco.edu/>.
 - a. If you are new to NOVA and would like to have an account created for you, please use the Access Request Wizard (<https://nova.cccco.edu/request-access>) to provide your contact information and details for the access you need.
 - b. If you already have a NOVA account and require a modification to your access permissions, please submit a NOVA Support Request through the support portal.

^{3&4}Labor market demand must be identified by using the “Demand Tool” produced by the Centers of Excellence for Labor Market Demand, available on this web page: <https://coecc.net/our-resources/>. If your occupation is not found in the demand tool, applicants will need to identify a closest alternative occupation to use in place. The NOVA application will allow for applicants to identify their actual occupation, and the alternative occupation in such cases.

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- c. For additional support and technical assistance, please visit:
<https://nova.cccco.edu/help> to submit a NOVA Support Request ticket.
2. After logging into NOVA: Go to the sidebar menu; select “Programs” then “CAI New & innovative” and “Applications.”
3. Click “Create Application” button to begin. You will be directed to choose your purpose in order to create the application.
4. Once you have a NOVA account, you may review historic CAI work plans as follows: Go to the sidebar menu; select “Programs” then “CAI New & innovative” and “Plans.”

Rejection of Application

The Chancellor’s Office reserves the right to reject any and all applications received. A grant application shall be rejected if:

- It is received late or incomplete.
- The Chancellor’s Office determines that the application is otherwise ineligible (ineligible applications may also be identified in the Intent to Award notification as an application receiving less than 75 points).

CALENDAR OF KEY DATES

Information Details

RFA Released: October 23, 2023

Bidders’ Conference: November 8, 2023

Deadline for Submitting Questions: November 3, 2023

Deadline for Submitting Applications January 15, 2024

Notification of Intent to Award: February 2024

Appeal Deadline: 10 days after Intent to Award Notification

Board of Governors Approval of Award: Anticipated in March 2024

Grant Commencement: July 1, 2024

Grant Work Plan End: June 30, 2027

BIDDERS' CONFERENCE WEBINAR

The Chancellor's Office staff will host an informational Bidders' Conference Webinar on November 8, 2023 from 2:30 PM to 3:30 PM to provide an overview of the application submission process and offer potential applicants an opportunity to ask additional clarifying questions. Failure to attend the webinar will not preclude the submission of an application. The webinar will be recorded for posting on the Chancellor's Office website. Only one webinar will be provided for the funding year.

Date and Time: November 8, 2023, 2:00 PM PDT

Webinar Registration:

https://cccconfer.zoom.us/webinar/register/WN_279Ps_IIS4GK89_I8m0l8w

After registering, you will receive a confirmation email containing information about joining the webinar.

RFA Clarification

If any ambiguity, conflict, discrepancy, omission, or other error in this RFA is discovered, immediately notify WEDD and request a written clarification via apprenticeship@cccco.edu. Any addendum to the RFA will be posted on the WEDD RFA website at <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Workforce-and-Economic-Development/WEDD-RFA>.

Applicants are responsible for checking the WEDD RFA website for any updates to the RFA or FAQ. Applicants will be not notified via any other manner.

Written questions concerning the specifications and instructions in this RFA must be submitted by email to apprenticeship@cccco.edu.

A Frequently Asked Questions (FAQs) document will be posted on the WEDD RFA website at: <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Workforce-and-Economic-Development/WEDD-RFA>

AWARD ADMINISTRATION

General

All funds granted by the Chancellor's Office under this RFA may be used only for the purpose for which they are granted in accordance with the approved application and budget, regulations, terms and conditions of the award, applicable cost principles, Chancellor's Office assistance regulations, and other relevant provisions.

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Reporting

Grantees will be required to report on performance metrics and expenditures bi-annually in NOVA. Reporting dates are as follows:

Date	Details
January 15, 2025	1 st Bi-Annual Expenditure and Progress Report due <i>Expenditures and outcomes between July 1, 2024 and December 31, 2024</i>
July 15, 2025	2 nd Bi-Annual Expenditure and Progress Report due <i>Expenditures and outcomes between July 1, 2024 and June 30, 2025</i>
January 15, 2026	3 rd Bi-Annual Expenditure and Progress Report due <i>Expenditures and outcomes between July 1, 2024 and December 31, 2025</i>
July 15, 2026	4 th Bi-Annual Expenditure and Progress Report due <i>Expenditures and outcomes between July 1, 2024 and June 30, 2026</i>
January 15, 2027	5 th Bi-Annual Expenditure and Progress Report due <i>Expenditures and outcomes between July 1, 2024 and December 31, 2026</i>
August 31, 2027	Final report and expenditures due <i>Expenditures and outcomes between July 1, 2024 and June 30, 2027</i>

Once awards are approved by the Board of Governors, grantees may submit a request to invoice on a quarterly basis if desired.

AWARD 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 college president or designee, or by the head of a non-district entity in those rare instances where such entities are eligible to apply under the RFA. 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. The Vice Chancellor shall review all the information submitted with the appeal, consult with the Office of the General Counsel, and render a decision within 30 calendar days of the date of receipt of the appeal. The decision of the Chancellor’s Office is final.

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 apprenticeship@cccoco.edu.

ACCESS AND EQUITY

The recipient will comply with all federal statutes relating to nondiscrimination. (These include but are not limited to Title VI of the Civil Rights Act of 1964 [P.L. 88-352], which prohibits discrimination on the basis of race, color, or national origin; Title IX of the Education Amendments of 1972, as amended [20 U.S.C. 1681-1683 and 1685-1686], which prohibits discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973, as amended [29 U.S.C. 794], which prohibits discrimination on the basis of handicaps; the Age Discrimination Act of 1975, as amended [42 U.S.C. 6101-6107], which prohibits discrimination on the basis of age; Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008 [P.L. 110-233], 29 CFR 635.10 (c)(1), which prohibits the use of genetic information in making employment decisions, restricts employers and other entities covered by Title II (employment agencies, labor organizations and joint labor-management training and apprenticeship programs - referred to as "covered entities") from requesting, requiring or purchasing genetic information, and strictly limits the disclosure of genetic information.)