DATE: May 9, 2012

TO: Chief Executive Officers

FROM: Patrick Perry
Vice Chancellor of Technology, Research and Information Systems

SUBJECT: Notification of Intent to Award:
California Partnership for Achieving Student Success (Cal-PASS) RFA 12-030

Notification: This memorandum is a formal notification of the intent to award for the California Partnership for Achieving Student Success (Cal-PASS) grant.

The application from San Joaquin Delta Community College District received the highest score and will be awarded the Cal-PASS grant.

Process: The district/college grant applications were reviewed and competitively scored by field representatives.

Applicants have ten working days from the day this letter is posted online, until May 23, 2012, at 5:00pm to enter a protest. Section 3470 of the Grants and Contracts Manual provides information on correctly filing a protest. If a protest is entered during this period, the grants affected will not be awarded until the protest is resolved. 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 the applications for award.

Section 3470: Grants and Contracts Manual

An applicant may file an appeal of the proposed grant awards. The appeal must be in writing and be signed by the college president or designee, or by the head of a nondistrict entity in those rare instances where such entities are eligible to apply under the particular RFA. The appeal must be filed within 10 business days after the date notice of intent to award is posted. Appeals must be filed with the vice chancellor of the division responsible for funding the project (as identified in the RFA). 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 Legal Affairs Division where necessary, and render a decision within 30 calendar days of the date of receipt of the appeal. The decision of the vice chancellor is final.

Revisions: Chancellor’s Office staff will contact the district receiving funding to request face sheet pages and any technical changes, including budgets, that are needed to complete the execution of the grant agreement. These revisions must be received and approved before the grant can be processed for funding.