

## CALIFORNIA COMMUNITY COLLEGES

## CHANCELLOR'S OFFICE

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September 20, 2017

**TO:** Chief Executive Officers  
Chief Instructional Officers  
Chief Business Officers  
Administrators of Occupational Education  
Academic Senate Presidents  
Public Information Officers  
Regional Consortia Chairs

**FROM:** Matthew Roberts, Ed.D.  
Dean of Field Operations, Workforce & Economic Development

**CC:** WEDD Staff

**SOLICITATION OF LETTERS OF INTENT:  
"EDUCATION FUTURES PROJECT"**

**INTRODUCTION**

The California Community Colleges Chancellor's Office (CCCCO) is soliciting Letters of Intent (LOI) for the Education Futures Project, from colleges seeking to support the incubation of the regional expansion of Teacher Preparation Pipeline education pathway programs.

The CCCCCO invites any college from all regions in the state interested in developing and regionally scaling a Teacher Preparation Pipeline (TPP) Program through the Education Futures Project funding to engage in a capacity-building, sequenced, proposal planning process. We will provide technical assistance to colleges preparing to submit a Letter of Intent (LOI) by engaging all interested applicants in a self-assessment of capacity to develop key components of a TPP, including mapping key partnerships and resources using the [KUMU mapping process](#).

The self-assessment process will begin prior to submission of Letters of Intent (LOI), during the month of October, and the self-assessment will be submitted with the final proposal. Letters of Intent must be submitted to: [cmcfarla@cccco.edu](mailto:cmcfarla@cccco.edu) by 5:00 p.m. (PST), October 30, 2017. (See page 2 for further details on the content of the LOI).

Once Letters of Intent have been received and reviewed, colleges will be invited to submit an

application for funding. A series of engagement meetings designed to build Education Futures will support the development of both the LOI and the application for funding. Webinars, technical assistance meetings, and other statewide convening (north and south) in early December are designed to begin creating regional and statewide communities of practice for the TPP. More specifically, our pre-application work together will include the following areas:

- 1) prioritize strategic, staged program development;
- 2) identify metrics and reporting methods;
- 3) complete a project management plan and detailed proposal budget;
- 4) plan for sustainability after two years.

The final proposals for a two-year grant are due by 5:00 p.m. (PST) Monday, December 18, 2017.

### **BACKGROUND: Teacher Preparation Pipeline Grant Program**

According to Labor Market Information, there is a severe shortage of teachers across the state in high need areas such as STEM fields, and in Career and Technical Education (CTE) with severe implications for California's students and the economy. The Teacher Preparation Pipeline (TPP) STEM/CTE programs have developed a model that colleges can now scale to increase the number of students entering the education workforce, particularly in areas of high need. TPP programs serve all pathways in education. Successful TPP programs are founded on partnerships within the college, regionally, and among K-12, CSU and other Institutions of Higher Education (IHE) partners, and community-based organizations working in education. Successful TPP programs include the following strategic components:

1. Student outreach and engagement;
2. Career exploration and work-based learning;
3. Student services and retention;
4. Cross-system alignment and curriculum development;
5. Data monitoring and systems infrastructure.

All potential funding recipients are required to collaborate closely with K-12 and IHE partners in the region along with the regional consortium structure. Colleges and multi-college regional networks that participate in this project will develop and expand TPPs to serve both transfer and CTE pathways.

The intent of the Education Futures Project is to launch a statewide effort to incorporate TPP programs throughout California Community Colleges, to successfully recruit, train and support teachers to ameliorate critical shortages in STEM, CTE and other high need sectors, as well as to diversify and align education pathways.

### **FUNDING**

Funding Source: SB 1070

The Education Futures Project will make available two-year incentive grants to spur local and regional collaboration and expansion of the TPP model. The following describes two tiers of grant funding that will be available:

**Tier I grants** will incentivize TPP multi-college networks that have the capacity to organize a regional multi-college network including a Strong Workforce decision-making body. Regional multi-college networks must include detailed budgets for all participating colleges. Colleges are encouraged to continue identifying local Strong Workforce funds, or other funding sources to augment TPP programs.

**Tier II grants** will fund individual colleges to incentivize the development of TPP programs in regions lacking a regional multi-college network. Colleges are encouraged to identify local Strong Workforce or other funding sources to augment TPP budgets.

Colleges must provide matching funds or other resources (such as local Strong Workforce Program dollars, Perkins, or any other funds, facilities, staff time, equipment etc.) totaling at least 50% of the amount funded to start or sustain the project beyond the cost of instruction and beyond the term of the grant. More information on the funding tiers will be available on the information webinar.

**NOTICE IS GIVEN:**

Submit Letters of Intent via email to Cynthia McFarland at [cmcfarla@cccco.edu](mailto:cmcfarla@cccco.edu). The CCCCO reserves the right to post to the web all letters received.

**A Letter of Intent Information Webinar will be held from 8:00 to 9:30 am on Thursday, September 28, 2017** providing an overview of the Education Futures LOI and proposal development process and to address questions. Below is the login information for the webinar:

**CCC CONFER PARTICIPANT INVITATION**

Title: Education Futures Project Informational Webinar

Thursday, September 28, 2017

Start Time: 8:00 am End Time: 9:30 am

**Meeting Details**

Title: Education Futures Project Informational Webinar

Meeting Type: Webinars

Meeting Link: <http://cccconfer.org/GoToMeeting?SeriesID=3eea4991-0123-4ea4-8426-189b156d0368>

Meeting Passcode: **775431**

[Is Your Computer Ready?](#)  
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Dial your telephone conference line: 1-913-312-3202\*

**Participant Passcode: 775431**

\*Toll free number available: 1-888-886-3951

### **Participant Conference Feature**

\*6 - Mute/unmute your line

### **FOR ASSISTANCE**

CCC Confer Tech Support - Monday - Friday between 8:00 am - 4:00 pm

Phone: 1-760-744-1150 ext 1537 or 1554

Email: [clientservices@cccconfer.org](mailto:clientservices@cccconfer.org)

To be notified of the Self Assessment and KUMU Ecosystem Mapping Webinars email Cynthia McFarland, TPP Administrator ([cmcfarla@cccoco.edu](mailto:cmcfarla@cccoco.edu)). To access technical assistance, email Annie Johnston, Statewide TPP TAP ([anniej@berkeley.edu](mailto:anniej@berkeley.edu)).

### **Eligibility and Expectations for Application Submission in December 2017**

- **You must be a community college to apply for funding**
- **Participate in each engagement meeting to develop the self-assessment and ecosystem map**
- **Submit LOI by October 30, 2017**
- **Participate in community of practice strategic planning**
- **Participate in regional consortium collaborative meetings**
- **Submit Application by December 18, 2017**

**Tier I Grants:** TPP multi-college networks that have the capacity to organize a regional collaborative with clear support from a Strong Workforce decision-making body are eligible to apply as a regional TPP multi-college network for Tier 1 grants. All colleges who wish to participate in that network within that region must be included in the planning process. A lead college must be selected to provide regional coordination and leadership for the statewide TPP community of practice, and their college district must agree to act as fiscal agent. Preference will be given to multi-college networks that have developed teacher preparation programs that have collaborated regionally, and to colleges that are willing to commit local Strong Workforce Program funds or other funds for the project.

**Tier II Grants:** Individual colleges are eligible to apply unless they are in a region with a multi-college network that is applying for a Tier I grant, in which case the applicants must be included in that Tier 1 application. Preference will be given to colleges that have developed teacher preparation programs and have accessed local funding to support these efforts.

## LETTERS OF INTENT SUBMISSION FORMAT

In responding to this solicitation, please include the items from the check-list below in your LOI submission:

### Submittal Check List

- Tier One applicants shall submit a Letter of Intent with signatures from each college president (or a designee) in the multi-college network. Electronic signatures are acceptable.
- Tier Two applicants shall submit a Letter of Intent signed by the college president (or a designee).
  
- Letter of Intent must include:
  - a. Identify the Tier to which the college is applying;
  - b. Brief description of college's or the multi-college network's interest in participating in the Expansion of Teacher Preparation Pipeline Programs;
  - c. Description of existing programs or resources that may be relevant to implementing the project.
  
- For Tier One applicants, a Supplemental Information Sheet must be submitted for each of the colleges in the multi-college network.
- For Tier Two applicants, a Supplemental Information Sheet must be submitted.

**Supplemental Information Sheet  
(submit one for each college)**

**Contact Information:**

Name of College: \_\_\_\_\_

Name of District: \_\_\_\_\_

College Mailing Address: \_\_\_\_\_

Primary Contact Name/Email: \_\_\_\_\_

Doing What Matters for Jobs and Economy macro and/or micro region (select all that apply):

- Region A: [Northern Inland](#), [Northern Coastal](#), [Greater Sacramento](#)
- Region B: [SF/San Mateo](#), [East Bay](#), [Silicon Valley](#), [Santa Cruz/Monterey](#), [North Bay](#)
- Region C: [Central Valley](#), [Mother Lode](#)
- Region D: [South Central Coast](#)
- Region E: [San Diego/Imperial](#)
- Region F: [Inland Empire/Desert](#)
- Region G: [Los Angeles](#), [Orange County](#)

**Amount Requested:**

**Tier One: Estimate of amount to be requested: \$ \_\_\_\_\_**  
**Total estimated request for the multi-college network: \$ \_\_\_\_\_**

**Tier Two: Estimate of amount to be requested: \$ \_\_\_\_\_**

**Does your college fit any of these profiles (limit 100 words)?**

- Primarily a rural serving institution? Describe:
- Primarily a minority-serving institution? Describe:
- College location has an [unemployment rate](#) higher than the state average? Describe:
- Serving other underserved student populations? Describe:
- Other geographic or demographic consideration? Describe: