March 12, 2014

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

FROM: Van Ton-Quinlivan, Vice Chancellor  
      Division of Workforce and Economic Development

SUBJECT: Clarification of RFA Deputy Sector Navigator Package Grant (RFA No. 14-158)

This memo supersedes the Deputy Sector Navigator (DSN) RFA renewal previously released for the Information & Communication Technologies (ICT)/Digital Media Sector on March 3, 2014.

1. Only the following Districts are eligible to apply:

   **Interior Bay Area**  
   Chabot-Las Positas CCD  
   Contra Costa CCD  
   Ohlone CCD  
   Marin CCD  
   Napa Valley CCD  
   Peralta CCD  
   San Francisco CCD  
   Solano County CCD  
   Sonoma County CCD

2. No Intent to Apply letter is required.

3. The Deputy Sector Navigator RFA with Appendices is located on the CCCCO webpage:
   
   http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs/RFADSNICTDMEas
tBay.aspx

4. The Appendices include an updated Appendix D (Common Metrics and Accountability Measures).
   
   http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs/RFADSNICTDMEas
tBay.aspx
5. A Bidder’s Workshop and Clarifying Questions are available at the link below.

   http://extranet.cccco.edu/Divisions/WorkforceandEconDev/WEDDRFAs/AdditionalRFARe
   sourcesGRPWebinarArchives.aspx#Deputy_Sector_Navigator

6. Applications must be submitted electronically using the documents provided in the RFA to:

   deputynavigator@cccco.edu no later than 5:00 p.m. on Monday, April 14, 2014.

   The subject line of your e-mail should read: WEDRFA2014-Deputy Sector Navigator
   [Sector ICT for Interior Bay]. Applications e-mailed to any address other than listed above
   will not be accepted.

7. Please address all questions to: Abbie Singleton at asingleton@cccco.edu.

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**Calendar of Key and Reporting Dates**

- **Monday, April 14, 2014** — Deadline for Submitting Application
- **Wednesday, April 30, 2014** — Notification of Intent to Award
- **Wednesday, May 14, 2014** — Appeal Deadline
- **July 1, 2014** — Grant Commencement

**Reporting Dates**

- **October 25, 2014** — 1st Quarter Year-to-Date Expenditure and Progress Report due
- **January 25, 2015** — 2nd Quarter Year-to-Date Expenditure and Progress Report due
- **April 25, 2015** — 3rd Quarter Year-to-Date Expenditure and Progress Report due and
  last day for Annual Workplan amendments
- **June 30, 2015** — Projects Completed
- **July 25, 2015** — 4th Quarter Year-to-Date Expenditure and Progress Report due

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Cc: Regional Consortia Chairs
    Sector Navigators
    Division of Workforce and Economic Development Staff