

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

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DATE: May 23, 2016 AA 16-16
VIA EMAIL

TO: Chief Executive Officers
Chief Instructional Officers
Chief Student Services Officers

FROM: Pamela D. Walker, Ed.D.
Vice Chancellor, Educational Services

SUBJECT: Formal Notification of Intent to Award Basic Skills Partnership Pilot Program 2015-16 Grants

This memorandum is a formal notification of the intent to award the Award Basic Skills Partnership Pilot Program grants for the Academic Affairs Division of the California Community Colleges Chancellor's Office.

A list of colleges that applied and funding status is attached and available on the Chancellor's Office website on the [Basic Skills and English as a Second Language](#) page under Notes and News.

The grant applications were reviewed and competitively scored. Applications were assigned in rank order:

1. Funded (F): These proposals will be recommended to the Board of Governors; funding is pending Board approval at its July meeting. Proposals in this category received the minimum number of points eligible for funding (70 points)
2. Not Eligible (NE): Proposals in this category received less than the minimum number of points eligible for funding.

All three regions are represented among the awardees; however, given the small number of applications that were received and eligible for funding, awardees by regional alignment as spelled out in the RFA was not possible.

Applicants have ten business days from the day this memorandum is posted online, until Friday, June 7, 2016 at 5:00pm to enter a protest. Please refer to the Request for Applications (RFA 15-069) Section M Grant Appeal Procedures (page 16) for information on 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 application for awards.

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The Chancellor's Office will contact the districts receiving funding to request Face Sheets and any technical changes, including budgets, that are needed to complete the execution of the grant agreement. A copy of the fully executed grant agreement will be mailed to the district.

For audit purposes, funded districts must retain a copy of the grant agreement, the RFA Specifications, and the Request for Applications' Instructions, Terms and Conditions for three years. Collectively, these documents constitute the legally binding agreement to perform the specified work.

Please provide this memorandum to the Project Director and Proposal Writer with a copy of the list posted online. If you have questions, please contact Kirsten Corbin at kcorbin@cccoco.edu or 916-322-1440.

cc: California Community Colleges Chancellor's Office Academic Affairs Staff