

**California Community College
Veterans Resource Center (VRC) Grant Program**

Application Technical Assistance Webinar

June 1, 2018

12:00-1:00 pm (PST)

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California Community College (CCC) Veterans Resource Center Grant

The California Community College VRC grant program Request for Application and associated information is located on the Chancellor's Office (CO) Veterans Services website at the following location:

<http://extranet.cccco.edu/Divisions/StudentServices/VETS.aspx>



CCC VRC Grant

Webinar Overview:

- Phones will be muted
- Being recorded. Link to the recording will be made available on the Chancellor's Office Veterans Services web page
- Webinar PowerPoint will be uploaded to the Chancellor's Office Veterans Services web page.



CCC VRC Grant

Webinar Overview:

- Questions about the RFA may be submitted during the course of this webinar
- Cite the RFA page number and topic when writing questions (if possible)
- CCCCO staff are prohibited from giving individual guidance to prospective applicants



CCC VRC Grant

Background:

- \$5 million in funds appropriated in the 2017-18 budget
- Funds to support districts interested in implementing new or expanding existing CCC Veterans Resource Centers
- Funds should not be confused with ongoing funding.



CCC VRC Grant

RFA Timeline:

- May 29, 2018– CCC VRC RFA released.
- June 1, 2018 – Application technical assistance webinar
- June 28, 2018 – Application submission deadline
- July 2 -6, 2018 – Applications read and ranked
- July 10, 2018 – Notification of intent to award issued
 - Beginning of the appeal period begins
- July 24, 2018 – Appeal period ends
- July 25, 2018 – Final awards announced
- September 17, 2018 – BOG Approval
- October 1, 2018 – Grants start date



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Funding:

- Colleges with an unduplicated student veteran headcount of less than 600 for the Summer 2016, Fall 2016, Winter 2017 (if applicable) and Spring 2017 terms are eligible to apply for up to \$100,000. Up to 10 awards will be made at this level.
- Colleges with an unduplicated student veteran headcount of 600 or more for the Summer 2016, Fall 2016, Winter 2017 (if applicable) and Spring 2017 terms are eligible to apply for up to \$200,000. Up to 20 awards will be made at this level.



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Matching funds:

There are no match requirements for the CCC VRC grant funds!



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Performance Period:

- The performance period for selected applicants is from October 1, 2018, through December 31, 2021. All performance under this allocation shall be completed by December 31, 2021.
- The grant is not eligible for renewal.
- The Chancellor's Office reserves the right to make the final selection of projects and to modify project plans, scopes and budgets. This RFA may be amended and reissued until all funds are allocated.



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Eligibility:

- Only California Community Colleges may apply. One application per college will be accepted.
- Applications must achieve a minimum average score of 70 to be considered for funding



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Grant Objectives:

As outlined in the RFA on pages 6 and 7, the main objectives for these grants includes

- Development of a new or augmentation of an existing VRC
- Development of new or expansion of existing services supported by the VRC
- Development of metrics to measure the effectiveness of the center and its services in supporting student veterans



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RFA Scoring:

Criteria	Maximum Value
Statement of Need	25
Response to the Need	25
Workplan – Activities and Outcomes	25
Program Management	5
Budget	5
Overall Feasibility of the Project	5
Sustainability of the Program	10
Total Possible Application Points	100



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Application Sections:

- Cover Letter (Optional)
- Table of Contents (1 page)
- Need Statement (5 pages maximum)
- Response to Need (5 pages maximum)
- Workplan (Form provided)
- Program Management (2 pages maximum)
 - Staffing Chart (Does not count against 2 page limit)
- Application Budget Summary and Detail (forms provided)
- Program Sustainability (2 pages maximum)



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Application Formatting:

- 1" margins
- 12 point Arial font
- Single spaced
- Keep to narrative page limits



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Need Statement:

- This section is limited to 5 pages. Exceeding this limit could be cause for application rejection.
- Description of the problem this proposed grant program will address.
- Evaluation of past efforts.
- Description of the district and college(s), including demographics, regional characteristics, and enrollment data.
- Description of needed activities and support services
- Student Veteran headcount



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Response to Need:

- Describe strategies to be employed in response to identified needs.
- Describe your colleges reading to implement needed activities and services.
- Describe how the grant will leverage new or existing resources to implement the VRC grant.
- Identify key strategies and benchmarks for evaluating progress.



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Program Management:

- Describe your district or colleges capabilities and knowledge in conducting and administering state funded projects, as well as your ability to collect and report financial and program data.
- Identify experienced and appropriate program administration and support staff with sufficient time allocated to ensure success for the CCC VRC grant program.
- Provide a staffing chart for the CCC VRC grant program (the staffing chart will not count towards the page limit in this section)



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Funding and Performance Period:

- Funding for the California Community College VRC Grant Program is one-time funds to be expended over a three year and three month period (39 months).
- In a separate section labeled “Sustainability of the Program” applicants must indicate how they will achieve sustainability by describing the funding sources, revised policies, and/or reallocation of human resources where applicable.



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Application Submission:

- Applications should be submitted electronically via email to veterans@cccco.edu
- Applications must be received by Thursday, June 28th by 5:00pm (Pacific Standard Time)
- Only include requested materials in the RFA



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Application Rejection:

- The Chancellor's Office reserves the right to reject any and all applications received. Possible reasons for application rejection include:
- Application received at the Chancellor's Office later than 5 p.m. PST on Thursday, June 28, 2018.
- The application is incomplete or fails to meet the requirements or specifications.
- Narrative sections exceed limits outlined in the RFA
- Failure to provide complete budget information in the format required



Submit additional questions to veterans@cccoco.edu, citing the relevant RFA page number and topic.

A Frequently Asked Questions document will be made available on the CO Veterans Services web page.

<http://extranet.ccccoco.edu/Divisions/StudentServices/VETS.aspx>

