

Evergreen Valley College  
Innovate Evergreen

1. *The name of the fiscal agent of the application selected for an award.*

Evergreen Valley College

2. *The amount of the award as approved by the Committee on Awards for Innovation in Higher Education.*

\$2,000,000

3. *The amount of funds proposed for expenditure by the fiscal agent, a narrative describing the purposes for which those funds would be expended, and a timeline for expenditure. This narrative should explain how the purposes described are (1) one-time in nature and (2) related to the priorities of the Awards for Innovation in Higher Education.*

The fiscal agent, Evergreen Valley College (EVC), proposes expending \$993,508 of the award on one-time expenses to advance competency-based education and to evaluate those efforts to inform replication and expansion of competency-based education. Expenses include personnel necessary to manage the project, local travel funds to support travel between EVC and SJCC campuses during the project period, outreach materials and marketing expenses, consumable supplies (computer, printing, postage, etc.), career support services related to the targeted program and for participating students, tutoring (online and face-to-face) to support participating students, faculty compensation for training and curriculum development, professional development to support faculty working in CBE environment, tuition and books for EVC students, operational expenses and indirect costs (4%), and an independent/external evaluator.

**Personnel (\$360,000)** (Salary and Fringe): Project manager and project coordinator, full-time, for three years. These expenses are necessary to ensure the project meets its milestones: establishing competency based CIT program, enrolling students in CBE courses at EVC, and replicating the project at SJCC. These personnel will liaise with proposed personnel at SJCC and Ellucian, contract with service providers for evaluation and career support services, and engage with relevant departments on EVC's campus (e.g., marketing, student services, etc.). These expenses are directly related to the management of the project and will not be necessary after the project period expires making them one-time investments.

**Travel (\$3000)**: Funds are requested to support local travel, reimbursed at GSA rates, for project personnel to travel between sites, which are necessary to prepare for and to replicate the project during year three. These expenses are directly related to the management of the project and will not be necessary after the project period expires making them one-time investments.

**Materials and Supplies (\$84,500)**: This line item includes computers for the project personnel at EVC, postage and printing expenses, and the cost of marketing and outreach materials needed to inform the campus community about the CBE opportunity.

These expenses are necessary for the duration of the project; future expenses associated with delivering CBE will be absorbed by EVC.

**Contractual (\$180,000)**: Costs associated with provided career support services to EVC students and conducting an external/independent evaluation. Career services ensure student participants are successful in finding related employment upon completion of their CIT program. Evaluations of project outcomes are necessary to demonstrate the utility of the CBE approach and to inform dissemination and replication efforts at EVC and throughout California. These expenses are directly associated with the provision of CBE in the CIT program. Ongoing expenses related to career services will be absorbed by EVC and evaluation is an expense that is not necessary after the period of performance.

**Other (\$288,585)**: Costs associated with faculty participating in training programs, developing CBE curricula, professional development, operational expenses, and tuition and books for EVC students. These expenses are necessary to launch CBE at EVC and will either be unnecessary (e.g., operational expenses, training programs and developing CBE courses), shifted to students (e.g., tuition and books), or absorbed by EVC (professional development) after the period of performance.

**Indirect Costs (\$76,923)**: Indirect costs are requested at the limited rate of 4% to offset the expense of housing and managing a large project on EVC's campus.

*4. If applicable, the amount of funds to be transferred by the fiscal agent to other participants in the application, the amount of funds proposed for expenditure by each participant, a narrative describing the purposes for which those funds would be expended, and a timeline for expenditure. Again, this narrative should explain how the purposes described are (1) one-time in nature and (2) related to the priorities of the Awards for Innovation in Higher Education.*

EVC's proposal includes two project partners; a regional college partner that will replicate the courses in year three, and a technology partner to provide technical assistance and support to both campuses throughout the project period.

EVC proposes \$330,500 to be transferred to SJCC to include an onsite project coordinator, travel funds to support travel between campuses, consumable supplies (computer, postage, printing, etc.), operational expenses, faculty compensation for training and curriculum development, professional development to support faculty working in CBE environment, and tuition and books for SJCC students in year three. Transferring of funding will be administered annually according to the outlined budget.

**Personnel (\$120,000)** (Salary and Fringe): Project manager, full-time for half a year in year two and 12-months in year three. These expenses are necessary to ensure the project meets its milestones: particularly replicating the project at SJCC, and enrolling SJCC students into the CBE CIT program at SJCC in year three. This person will liaise with proposed personnel at EVC and Ellucian and engage with relevant departments on SJCC's campus (e.g., marketing, student services, etc.). These expenses are directly

related to the management of the project and will not be necessary after the project period expires making it a one-time investment.

**Travel (\$3,000)**: Funds are requested to support local travel, reimbursed at GSA rates, for project personnel to travel between sites, which are necessary to prepare for and to replicate the project during year three. These expenses are directly related to the management of the project and will not be necessary after the project period expires making them one-time investments.

**Materials and Supplies (\$31,500)**: This line item includes a computer for the project personnel at SJCC, postage and printing expenses, and the cost of marketing and outreach materials needed to inform the campus community about the CBE opportunity.

**Contractual (\$57,500)**: Costs associated with provided career support services to SJCC students. Career services ensure student participants are successful in finding related employment upon completion of their CIT program.

**Other (\$118,500)**: Costs associated with faculty participating in training programs, developing CBE curricula, professional development, operational expenses, and tuition and books for SJCC students.

EVC proposes \$676,492 to be transferred to Ellucian to include the software solution, CRM Advise, as well as onsite training for faculty, which includes train-the-trainer, course development for faculty training, course development for 20 courses, and technical assistance to integrate CRM Advise and Mastery Pathways solutions with existing IT infrastructure. Transferring of funding will be administered annually according to the outlined budget.

**Materials and Supplies (\$120,000)**: Costs associated with CRM Advise, a technology solution used to support students in Mastery Pathway courses. Ongoing costs associated with this software will be institutionalized if the evaluation demonstrates sufficient effect when utilizing CRM Advise in conjunction with Canvas Mastery Pathways.

**Contractual (\$556,492)**: Costs associated with technical assistance, training, platform integration, and development of CBE courses. These expenses are directly related to creating, offering, and evaluating the CBE approach. Because the training provided includes train the trainer courses this one-time investment builds internal capacity to expand CBE to other programs and courses after the period of performance. Ellucian will provide two three-day workshops for faculty and administrators. One workshop will be on how to deconstruct and reconstruct curriculum to create an outcomes first approach to competency-based education. The second workshop will be to train faculty to engage with students in a competency-based platform using canvas mastery pathways and CRM Advise. An additional train-the-trainer workshop will be offered to faculty online using Canvas Mastery Pathways. Ellucian will also provide technical support to EVC and SJCC in years one, two, and three to ensure effective and efficient course delivery.

<b>Innovate Evergreen Budget and Sustainability Proposal</b>	Grant Period			Award Amounts By Partner		
	Year One	Year Two	Year Three	EVC - Fiscal Agent	SJCC – Sub-grantee	Ellucian – Sub-grantee
<b>Personnel (salary and fringe)</b>						
Program Coordinator at Evergreen Valley College	\$80,000	\$80,000	\$80,000	\$240,000		
SJCC support personnel (0.5 year two; 1.0 year three)		\$40,000	\$80,000		\$120,000	
Coordinator (EVC)	\$40,000	\$40,000	\$40,000	\$120,000		
<b>Travel</b>						
Local travel, to/from EVC/SJCC, reimbursed at approved rates.	\$2,000	\$2,000	\$2,000	\$3,000	\$3,000	
<b>Materials and Supplies</b>						
CRM Advise™ (Students: Y1=100,Y2=100,Y3=200) EVC & SJCC	\$34,900	\$34,900	\$50,200			\$120,000
Outreach for student enrollment- social media, print collateral (EVC & SJCC)	\$37,000	\$26,000	\$25,000	\$62,500	\$25,500	
Postage, printing, paper, ink, etc. (EVC & SJCC)	\$2,000	\$1,000	\$1,000	\$2,000	\$2,000	
Computers for project personnel. (EVC & SJCC)	\$5,000	\$4,000		\$5,000	\$4,000	
Tutoring Services; Online and Classroom	\$5,000	\$5,000	\$5,000	\$15,000		
<b>Contractual</b>						
Faculty training onsite, curriculum construction, course development for faculty training, course development (20).	\$208,740	\$204,480	\$143,272			\$556,492
Career Support Services - resume writing, LinkedIn Profiles, interview ready. Career Assessment, Exploration, Internships, etc.	\$64,500	\$65,000	\$50,000	\$120,000	\$57,500	
Independent Evaluator	\$20,000	\$20,000	\$20,000	\$60,000		
<b>Other</b>						
Faculty compensation- for training (EVC & SJCC)	\$20,000	\$25,000		\$30,000	\$15,000	
Faculty compensation for curriculum development (EVC)	\$51,000			\$51,000		
Operational Expenses	\$18,000	\$14,000	\$14,000	\$25,000	\$21,000	
Tuition and books for classes (EVC & SJCC)	\$60,000	\$65,000	\$105,000	\$165,000	\$65,000	
Conferences/Professional Training	\$11,085	\$11,000	\$11,000	\$17,585	\$17,500	
<b>Subtotal</b>	\$659,225	\$637,380	\$626,472	\$916,085	\$330,500	\$676,492
<b>Indirect Cost (4%)</b>	\$26,369	\$25,495	\$25,059	\$76,923		
<b>Annual Total</b>	<b>\$685,594</b>	<b>\$662,875</b>	<b>\$651,531</b>			
<b>Total Award</b>		<b>\$2,000,000</b>		<b>\$993,008</b>	<b>\$330,500</b>	<b>\$676,492</b>