

**THIS FORM MAY NOT BE REPLICATED
AND UNDER NO CIRCUMSTANCES CAN THE LANGUAGE BE ALTERED**

BOG, California Community Colleges Chancellor's Office - 6870

DISTRICT USE ONLY

District (Grantee): State Center CCD

College: N/A

Grant Agreement

BOG-CCCCO USE ONLY

Workforce and Economic Development Division

California Apprenticeship Initiative Pre-Apprenticeship Grant

Grant Agreement No.: **15 - 192 - 008**

Funding Fiscal Year

2015-16

Total Amount Encumbered : \$

440,717

RFA # **15 - 192**

This grant is made and entered into, by and between, the BOG, California Community Colleges Chancellor's Office and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of this Grant Agreement face sheet and the Grantee's application, with all required forms. The RFA Specification and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 09/15 and II, Rev. 05/14), as set forth in the RFA Instructions are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified above as "Amount Encumbered".

The term of this grant shall be from January 21, 2016 to February 1, 2018. The Final Report must be submitted within (30) days of the grant end date.

Funding under this grant is contingent upon the availability of funds, and is subject to any additional restrictions, limitations or conditions enacted in the state budget and/or Executive Orders that may affect the provisions, term, or funding of this agreement in any manner.

GRANTEE

Project Director: Dan Sousa

Total Grant Funds Requested: \$ 440,717

Signature, Chief Executive Officer (or authorized Designee)

Date:

Print Name/Title of Person Signing:

Edwin Eng

District Address: 1525 E. Weldo Ave

Fresno, CA 93740

Vice Chancellor,

STATE OF CALIFORNIA

Finance and Administration

Project Monitor:

Nick Esquivel

Agency Address: 1102 Q Street, Suite 4554

Sacramento, CA 95811-6539

Item:	Object of Expenditure	Chapter	Statute	Fiscal Year	Amount
6870 - 101 - 0001	3233 - 751 - 11020	10	2015	2015-16	\$ 440,717

Total Amount Encumbered : \$ **440,717**

Signature, Accounting Manager (or Authorized Designee) Budgeted funds are available for the period and purpose of the expenditures stated above.

Date:

Signature, Deputy Chancellor (or authorized Designee)

Date:

APR 12 2016

Print Name/Title of Person Signing:

Erik Skinner, Deputy Chancellor

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PROJECT: California Apprenticeship Initiative Pre-Apprenticeship Grants

DISTRICT: State Center CCD

COLLEGE: N/A

RFA NUMBER: 15-192

APPLICATION BUDGET SUMMARY

NOTE: Submit details explaining the expenditures by category on the Application Budget Detail Sheet.

Object of Expenditure	Classification	Line	TOTAL PROGRAM FUNDS REQUESTED	
			\$	
				440,717
1000	INSTRUCTIONAL SALARIES	1	\$	0
2000	NONINSTRUCTIONAL SALARIES	2	\$	165,762
3000	EMPLOYEE BENEFITS	3	\$	40,305
4000	SUPPLIES AND MATERIALS	4	\$	73,400
5000	OTHER OPERATING EXPENSES AND SERVICES	5	\$	112,600
6000	CAPITAL OUTLAY	6	\$	4,700
7000	OTHER OUTGO	7	\$	27,000
TOTAL DIRECT COSTS:		8	\$	423,767
TOTAL INDIRECT COSTS (Not to exceed 4% of Direct Costs):		9	\$	16,950
TOTAL COSTS:		10	\$	440,717

I authorize this cost proposal as the maximum amount to be claimed for this project and assure that funds shall be spent in compliance with State and Federal Regulations.

Project Director:

Name: Dan Sousa

Title: Apprenticeship Coordinator

Authorized Signature: Dan Sousa

Date: 2-16-19

District Chief Business Officer (or authorized designee):

Name: Edwin Eng

Title: Vice Chancellor, Finance & Administration

Authorized Signature: E. Eng

Date: 3/2/16

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PROJECT: California Apprenticeship
Initiative Pre-Apprenticeship

DISTRICT: State Center CCD

COLLEGE: N/A

RFA NUMBER: 15-192

APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	PROJECT BUDGET	
		\$	440,717
1000		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
2000	2100 Classified Salaries, Noninstructional (Regular, Full-time)		
	TI Classified Coordinator @ 30% for 5 months in FY 15/16; for 12 months for FY 16/17; for 7 months for FY 17/18. \$10,026 + \$24,304 + \$14,462	\$	48,792
	2100 Classified Salaries, Noninstructional (Part-time)		
	TI Account Technician @ 10% for 5 months in FY 15/16; for 12 months for FY 16/17; for 7 months for FY 17/18. \$992+\$2,604+\$1,431	\$	5,027
	2320 Classified Salaries, Noninstructional (non-Regular)		
	TI FY 15/16: FCC TI Trainer @ \$55.86 @ 384 hours (1st Cohort 260 hrs of time + 60 hours of Program Curriculum Development time + 64 hrs of coaching/mentoring). FY 16/17: FCC TI Trainer @ \$55.86 @ 972 hours (2nd, 3rd, 4th Cohorts is 780 hrs of time + 192 hrs of coaching/mentoring). FY 17/18: FCC TI Trainer @ \$55.86 @ 648 hours (5th, 6th Cohorts is 520 hrs of time + 128 hrs of coaching/mentoring).	\$	111,943
	[Each Cohort requires 160 hrs for 1st trainer + 50 hrs for 2nd trainer + 50 hrs for preparation time for a total of 260 hrs for each Cohort + 64 hours of coaching and mentoring services.]	\$	-
3000	Employee Benefits		
	TI Based on SCCCDC Benefits Calculator: Classified Coordinator for FY 15/16 = \$3,886. For FY 16/17 = \$17,617. For FY 17/18 = \$10,550.	\$	32,053
	TI Based on SCCCDC Benefits Calculator: Account Technician for FY 15/16 = \$214. For FY 16/17 = \$328. For FY 17/18 = \$203.	\$	745
	TI Based on SCCCDC Benefits Calculator: FCC TI Trainer for FY 15/16 = \$1,439. For FY 16/17 = \$3,626. For FY 17/18 = \$2,442.	\$	7,507
		\$	-
		\$	-
		\$	-
		\$	-
Supplies and Materials			

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APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	PROJECT BUDGET	
		\$	
			440,717
4000	Student materials and supplies - 20 students per Cohort @ 6 Cohorts @ \$500 4310 per student (Books, binders, parking permit, uniform tops, certificate cards, personal protective equipment, other supplies as needed)	\$	60,000
	4310 Instructional Supplies - Building and Construction Supplies (pallets, cinder blocks, lumber, wheel barrels, shovels, other supplies as needed)	\$	6,000
	4310 Instructional Supplies - Oxy/Acetylene Cutting (gas, torches, metal, other supplies as needed)	\$	4,000
	4310 Instructional Supplies - DVD's (Training DVD's for Soft Skills Training)	\$	2,400
	4410 Office Supplies: \$500 per year @ 2 years	\$	1,000
		\$	-

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Object of Expenditure	Classification	PROJECT BUDGET	
		\$	440,717
5000	Other Operating Expenses and Services		
	5315 Mileage: \$100/month @ 24 months	\$	2,400
	5310 Travel: For out of town travel mileage, lodging, and related travel expenses related to meetings and/or conferences.	\$	1,200
	5310 Conference: To attend 2 conferences or trainings	\$	1,000
	5700 Advertising, Promotion & Print: To promote each training cohort, 6 cohorts at \$1,500 each.	\$	9,000
	5225 Equipment Repair & Maintenance: For Forklifts and Oxy/Acetylene Torch Cutting equipment (6 cohorts @ \$300 / cohort)	\$	1,800
		\$	-
	5530 Contracted Labor / Services: Fresno Career Development Institute (FCDI)	\$	60,000
		\$	-
	5530 Contract Labor/Services: "Introduction to the Trades" Union-Based Training	\$	27,000
	Calculations are based on \$100 per student per day @ 3 days per student on average @ 90 students	\$	-
		\$	-
	5530 Contract Labor/Services: Drug Testing & Background Checks	\$	-
	\$68 per test-set for 150 candidates	\$	10,200
		\$	-
		\$	-
6000	Capital Outlay		
	Laptop Computer (\$1,500) + LCD Project (\$1,200) + Document Camera (\$1,000) + Desktop Computer (\$1,000).	\$	4,700
		\$	-
7000	Other Outgo		
	Laborers' Union Initiation Fee: 90 training participants @ \$300 union initiation fee	\$	27,000
TOTAL DIRECT COSTS:		\$	423,767
TOTAL INDIRECT COSTS (Not to exceed 4% of Direct Costs):		\$	16,950
TOTAL COSTS:		\$	440,717

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DISTRICT: State Center CCD

COLLEGE: N/A

RFA NUMBER: 15-192

ANNUAL WORKPLAN

OBJECTIVE NUMBER*: 1				
Provide pre-apprenticeship training for underrepresented populations, ensuring a clear pathway to a registered apprenticeship program with a labor union{(LI 1) Alignment of skillsets within a program (or set of courses) to a particular occupation and the needs of the labor market}Activities 1.3 - 1.7 repeat for each cohort, with cohorts beginning approximately once a quarter.				
#	Activities	Timelines	Responsible Person(s)	Performance Outcomes
1.1	Develop promotional materials, identify the under-represented target groups, and promote the training to the target groups with multiple project partners	February 2016 & Ongoing	Project Director FCCTI, Coordinator FCDI, Director; Fresno WIB; SCAEC, Director	Promotional flier prepared, target groups identified, promotion and distribution to target groups through multiple channels occurs
1.2	Confer with social service agencies, community-based organizations, Fresno Workforce Investment Board, Adult Education Consortium, and local governmental agencies to establish appropriate avenues for supportive service referrals for program participants	January & February 2016 and Ongoing	Project Director FCCTI, Coach/Mentor	Develop and document working arrangements with a minimum of 5 agencies for supportive services
1.3	Hold information sessions for interested individuals, assess math skills and reading comprehension skills utilizing standardized testing methodology	April 2016 (Cohort 1 date)	Project Director FCCTI, Coordinator FCDI, Director; Fresno WIB; SCAEC, Director	Information sessions scheduled and attended by interested individuals, math and reading assessment scores
1.4	Conduct stage II screening for selected individuals to include physical abilities, drug testing, and background checks to select and invite candidates to participate in training	April 2016 (Cohort 1 date)	Project Director FCCTI, Coordinator Trainers	Test results for physical abilities, drug test and background check completed and training cohort of approximately 20 individuals established.

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COLLEGE: N/A

RFA NUMBER: 15-192

ANNUAL WORKPLAN

OBJECTIVE NUMBER*: 1				
Provide pre-apprenticeship training for underrepresented populations, ensuring a clear pathway to a registered apprenticeship program with a labor union. [(LI 1) Alignment of skillsets within a program (or set of courses) to a particular occupation and the needs of the labor market] Activities 1.3 - 1.7 repeat for each cohort, with cohorts beginning approximately once a quarter.				
#	Activities	Timelines	Responsible Person(s)	Performance Outcomes
1.5	Deliver 160 hour pre-apprenticeship training program, support training participants with coaching, mentoring, and referrals for supportive services	April 2016 - May 2016 (Cohort 1 dates)	FCCTI, Coordinator FCCTI, Coach/Mentor	Strive for successful program completion of at least 15 training participants per cohort (75% completion rate)
1.6	Coordinate with labor unions, and deliver 5 days of union-specific training for successful completers of the core 160 hour program	June 2016 (Cohort 1 date)	Project Director Labor Unions	Participants gain greater skills and familiarity with each labor union they have interest in learning more about
1.7	Arrange interviews for successful program completers with labor unions	Upon conclusion of 5 day union training (Each Cohort)	Project Director Labor Unions	At least 1 interview for each successful completer with the labor unions
1.8	Coordinate with SCCCD campuses to develop course changes from not-for-credit to non-credit curriculum for submission and approval.	Aug. 2017 - Feb. 2018	Project Director	Will contact SCCCD Deans for Career Technical Education on a regular basis to assist in the progression of efforts to convert VAC-CVPAT coursework to non-credit curriculum status.

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ANNUAL WORKPLAN

OBJECTIVE NUMBER*: 2				
Increase the number of eligible applicants for the partner apprenticeship programs in targeted under-represented populations. [(MP 34) Exception - data elements to be determined in coordination with grant monitor] Activities 2.2 - 2.3 repeat for each cohort, with cohorts beginning approximately once a quarter.				
#	Activities	Timelines	Responsible Person(s)	Performance Outcomes
2.1	Establish direct-entry MOUs with the labor unions	January & February 2016	Project Director Labor Unions	Have fully executed MOUs with the labor unions
2.2	Deliver 160-hour pre-apprenticeship training program and support training participants with coaching, mentoring and referrals for supportive services; provide 5 days of union-specific training for successful program completers	April 2016 (Cohort 1 date)	FCCTI, Coordinator Labor Unions	On a per cohort basis, strive for at least 12 of the 15 successful completers (80%) to express an interest in becoming an apprentice in one of the labor unions
2.3	Arrange interviews for the successful program completers with union representatives	June 2016 (Cohort 1 date)	Project Director Labor Unions	On a per cohort basis, strive for at least 10 of the 15 successful completers (67%) being hired as new apprentices by one of the labor unions
2.4				

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ANNUAL WORKPLAN

OBJECTIVE NUMBER*: 3				
Demonstrate that a legitimate link has been established with one or more registered apprenticeship programs. [(QS 2) Strength of partnership with education and industry partners] Activities 3.4 - 3.5 repeat for each cohort, with cohorts beginning approximately once a quarter.				
#	Activities	Timelines	Responsible Person(s)	Performance Outcomes
3.1	Review of program curriculum with labor union partners	Completed	Project Director Labor Unions	Established union approved curriculum for FCCTI delivery.
3.2	Establish direct entry MOUs with the labor unions	January & February 2016	Project Director Labor Unions	Have fully executed MOUs with the labor unions
3.3	Work with project partners and the labor unions to develop a common set of screening and referral metrics	February 2016	Project Director Labor Unions FCCTI, Coordinator	Identifiable metrics for screening and referrals for participation in the Pre Apprenticeship Training Program
3.4	Coordinate with labor unions, and deliver 5 days of union-specific training for successful program completers	June 2016 (Cohort 1 date)	Project Director Labor Unions	Participants gain greater skills and familiarity with each labor union they have interest in learning more about

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ANNUAL WORKPLAN

OBJECTIVE NUMBER*: 3				
Demonstrate that a legitimate link has been established with one or more registered apprenticeship programs. [(QS 2) Strength of partnership with education and industry partners] Activities 3.4 - 3.5 repeat for each cohort, with cohorts beginning approximately once a quarter.				
#	Activities	Timelines	Responsible Person(s)	Performance Outcomes
3.5	Arrange interviews for the successful program completers with labor unions	June 2016 (Cohort 1 date)	Project Director Labor Unions FCCTI, Coach/Mentor	At least 1 interview for each successful completer with the labor unions
3.6				
3.7				
3.8				

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ANNUAL WORKPLAN

OBJECTIVE NUMBER*		4		
Participate in evaluation, research, and outreach efforts as part of the greater California Apprenticeship Initiative. [(QS 3) Strength of awareness and influence on state and regional policy related issues]				
#	Activities	Timelines	Responsible Person(s)	Performance Outcomes
4.1	Attend scheduled CAI meetings either via phone or in person.	Monthly during the project period	Project Director	Project Director will attend at least two scheduled CAI meeting annually.
4.2	Based on California Apprenticeship Initiative (CAI) and Chancellor's Office direction, collect project metrics and information regarding various performance indicators.	Jan. 2016 - Feb. 2018	Project Director	All required CAI and CCCCCO reporting and evaluation data will be collected and uploaded to appropriate state systems offices and databases.
4.3	Per the Doing What Matters for Jobs and the Economy, Common Metrics and Accountability Measures will be collected for the LaunchBoard and evaluated for project accountability.	Jan. 2016 - Feb. 2018	Project Director	Current and ongoing data collection, performance reporting and analysis via the Doing What Matters LaunchBoard.
4.4	Participation in the California Conference on Apprenticeship.	April 2016	Project Director	Presentation on building partnerships between community colleges and apprenticeship programs

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ANNUAL WORKPLAN

OBJECTIVE NUMBER*: 4				
Participate in evaluation, research, and outreach efforts as part of the greater California Apprenticeship Initiative. [(QS 3) Strength of awareness and influence on state and regional policy related issues]				
#	Activities	Timelines	Responsible Person(s)	Performance Outcomes
4.5	Participate in Department of Labor webinars and participate in discussion regarding credit for prior learning, a key aspect of partnership with labor unions as expressed in many development meetings for this project.	Various dates	Project Director	Participation in the Registered Apprenticeship College Consortium on behalf of SCCC.
4.6				
4.7				
4.8				