

CONTRA COSTA COLLEGE—STUDENT SUCCESS COMMITTEE REQUEST FOR FUNDING

PROJECT TITLE:			
PROJECT DIRECTOR(S):		TOTAL DOLLAR AMOUNT REQUESTED (Include a detailed budget in the <i>Student Equity Funds Request: Budget Development Worksheet</i>)	

PROVIDE A PROJECT DESCRIPTION (200 WORDS MAX):

TYPE OF PROGRAM/SERVICE (EXAMPLES OF ELIGIBLE EXPENDITURES AND ACTIVITIES)

- Outreach to underrepresented student groups and communities.
- Student services and categorical programs that directly support improved outcomes on success indicators for populations prioritized in the Student Equity Plan.
- Student equity related research and evaluation.
- Curriculum/Course Development or Adaptation
- Professional development on the effects of inequities; methods for detecting and researching them; effective practices for improving outcomes.
- Instructional support activities to improve student equity outcomes.
- Direct student support

EQUITY DISPARITY (SPECIFIED IN THE EQUITY PLAN) THAT THIS PROGRAM/SERVICE ADDRESSES.

Requirement for funding: *Note that equity funded projects must address the target populations and success indicators of the Student Equity plan and be based on the disproportionate impact study, goals, and activities described in the college Student Equity Plan.*

PLACE A CHECK IN THE BOX(ES) THAT INDICATE THE TARGET POPULATIONS AND THE GOAL AREA TO WHICH YOUR PROJECT RESPONDS. CELLS SHADED IN GRAY INDICATE THAT DISPROPORTIONATE IMPACT WAS NOT FOUND. [FOR ACCESS, DISPROPORTIONATE IMPACT IS CALCULATED IN COMPARISON TO LAST YEAR’S POPULATION DATA.] **YOUR DATA HERE**

	Access	Course Completion	ESL, Basic Skills English, or Basic Skills Math Success	Degree or Certificate Completion	Transfer
American Indian /Alaska Native					
Asian					
Black /African American					
Hispanic or Latino					
Native Hawaiian/Pacific Islander					
White					
>1 race					
Males					
Females					
Foster youth					
Individuals w/ disabilities					
Low-income students					
Veterans					

INTEGRATED PLANNING:

Requirement for funding: Equity funded programs and services must demonstrate that they are integrated into the existing college plans (e.g. Educational Master Plan, SSSP, BSI, Strategic Plan, etc.). Please indicate which of the college’s strategic directions (see below) this proposed project is aligned with:

STRATEGIC DIRECTIONS

- 1. equitably improve student access, learning and success;
- 2. strengthen community relationships and partnerships;
- 3. promote innovation, create a culture of continuous improvement and enhance institutional effectiveness; and
- 4. utilize resources effectively to support student learning and success.

This project aligns with Strategic Direction number: _____

Please indicate which, if any, of the other college plans this proposed project aligns with:

- Student Equity Plan: [See Attachment A for the goal, outcome and activity codes.
Goal Codes (e.g., A.2) _____ Outcome Codes (e.g., O1A.3 & OB5) _____ Activity Codes (e.g., B.2 and B.3) _____
- Basic Skills Initiative: (specify goal[s] or activity[ies]) _____
- Student Success and Support Program: (specify goal[s] or activity[ies]) _____
- Educational Master Plan: (specify goal[s] or activity[ies]) _____
- Strategic Plan: (specify goal[s] or activity[ies]) _____
- Accreditation Standards: (specific standard[s]) _____
- This project is noted in the Annual Area Plan for which department: _____
- Other: (specify plan & goal[s] or activity[ies]) _____

WORK PLAN (GOALS AND OUTCOMES): A COMPLETE LIST OF GOALS, OUTCOMES, AND ACTIVITIES APPEARS IN APPENDIX A

- a. Please note the Student Equity Plan Goal(s) that your project addresses:

- b. If your project includes student participation, describe how you will recruit students to ensure that you are serving the equity populations that your project is designed to serve. If different equity populations are served by different activities, please note those differences here.

In the table below, please indicate the activities involved in implementing your project. Then list the Equity Plan outcome to which the activity responds and any short-term outcomes you expect to achieve. In column 3, describe your evaluation plan in detail, including what methods you will use, data you will gather, and when you will gather data. In column 4, note who will be responsible for implementing the activity, and the Target Date for Completion for the activity.

PROJECT (If the project consists of multiple activities, please list one activity in each box.)	Expected Outcomes	Evaluation Plan: Describe how you will measure progress towards expected outcomes. List the methods you will use to collect data or the existing data you will access and when you will collect data.	Responsible Parties	Target Date(s)

PLEASE INDICATE HOW YOU PLAN TO SUSTAIN OR INSTITUTIONALIZE THIS PROGRAM (N/A = NOT APPLICABLE). _____

Student Equity Funds Request: Budget Development Worksheet

Project Name		Start Date	End Date
Expenditure Object	Description	Total and Description	
1000	Academic Salaries		
2000	Classified Salaries		
3000	Employee Benefits		
4000	Supplies / Materials		
5000	Other Operating Expenses		
6000	Capital Outlay		
7000	Student Financial Aid		
	Total Budget		

Proposer	Title and Department
<i>Signature</i>	
<i>Print Name</i>	

Administrator / Dean	Title and Department
<i>Signature</i>	
<i>Print Name</i>	

Project Evaluation Rubric

FUNDING REQUEST SCORING RUBRIC

Project: Name:				
Department:				
Project Lead:				
Support - Senior Administrative Assistant:				
Initiative is/has . . .	Needs work 0	Promising 3	Exemplary 5	Scoring (0 – 5)
1. Addressing Equity Goals Identified in the Student Equity Plan (SEP) <ul style="list-style-type: none"> • Access • Basic Skills • Degree/Certificate Completion • Transfer 	It is unclear what goals the project/initiative addresses.	Partially aligns with a particular goal identified in the Student Equity Plan.	Directly addresses equity goals identified in the Student Equity Plan.	
2. Included in the Student Equity plan	Initiative is not related to activities identified in the Student Equity Plan.	Initiative fits into another named Initiative in the Student Equity Plan.	Initiative is explicitly named in the Student Equity plan.	

3. Focuses on Student Equity plan identified populations <ul style="list-style-type: none"> • Groups • Ages25 + • Foster Youth • Veterans 	It is unclear how the program will directly impact SE plan populations.	Program identifies specific strategies which aim to impact SE plan populations.	Program explicitly identifies how it will outreach to and/or engage SE plan populations.	
4. Scalable/Serves large numbers of students	Program serves small numbers of students (under 50)	Will serve between 51-150 students but gives little room for growth.	Serves large numbers of students (151 or more) and/or has a plan to scale OR is scale-able in combination with other programs.	
Initiative is/has . . .	Needs work 0	Promising 3	Exemplary 5	Scoring (0 – 5)
5. Direct impact on students	Program does not directly impact material conditions of students.	Program has some direct impact on material conditions of students.	Program concretely changes material conditions for students.	

6. Built in outcomes assessments and analysis that measure success	No assessment identified or assessment does not measure impact on the achievement gap.	Assessment identified but and somewhat measures success in terms of closing the achievement gap.	Appropriate assessment directly measuring impact on achievement gap.	
7. Builds in outreach efforts	No outreach efforts identified to address achievement gaps	Some outreach efforts identified to address achievement gaps	New outreach initiatives/efforts identified to address achievement gaps	
8. Demonstrated integration with other grants and initiatives	Needs work: No description of collaboration with other college programs/activities	Promising: Initiative describes potential opportunities to integrate with other college programs/activities	Exemplary: Initiative provides evidence of how it will integrate with other college programs/activities	
Comments:				Total Scoring
Recommendation for Funding:				Budget Amount:

Notes:	
--------	--