

IMPACT Equity Mini-Grant 2017-18

This application is to be completed by the mini-grant requester and submitted to the IDEA Committee by the submission deadline. Any time required to complete this project during scheduled work hours should be discussed with your supervisor prior to proposal submission.

Please be sure to read the mini grant application instructions prior to submitting this application.

Thanks to funding from the State of California, Los Medanos College has been allocated a significant budget for programs and projects that support the specific goals of the Student Equity Plan not addressed by the annual college budget. These mini-grants are available to faculty, staff, students and managers of the college. Grants may support work by individuals, groups, departments or collaborations.

Mini-Grants must be spent by May 31, 2018.

Funds for all projects funded, (Individuals who want to apply for funds to attend a conference, please go to the "Professional Development and Learning Conference Funding" page on the LMC Web-site for Instructions and appropriate form.)

MINI-GRANT CRITERIA

Proposals will be considered ONLY if they ADDRESS SPECIFIC GOALS OF THE STUDENT EQUITY PLAN. Priority will be given to new projects and initiatives.

<http://www.losmedanos.edu/equity/plan.asp>

- Funds must be expended by May 31, 2018. Receipts and invoices are required as proof of expenditures.

Per state funding guidelines, funds cannot be used to pay for:

- Construction
 - Gifts
 - Stipends for students for participation in student equity activities.
 - Computers, Office Supplies and Furniture
 - Other Administrative, Faculty or Staff Salaries and Benefits that do not directly support student equity described in the college's approved plan, such as budget office staff, business office staff, etc.
 - Political or Professional Dues, Memberships, or Contributions
 - Rental of Off-Campus Space
 - Legal and Audit Expenses
 - Indirect costs, such as heat, electricity, or janitorial services.
 - Travel Costs not directly related to student equity activities or functions.
 - Vehicle purchase or lease.
 - Clothing such as jackets, sweatshirts, or tee shirts (with the exception of required uniforms for students).
 - Courses that generate FTES.
 - Unrelated Research that is not directly related to evaluating or improving student equity outcomes.
 - Supplanting general or state categorical (restricted) district funds currently expended on student equity activities.
- Funds may supplement, but not supplant any services currently provided.

APPLICATION & TIMELINE

Proposals must be submitted using the online form, and will be reviewed by a subcommittee of IDEA and then forwarded to the dean of Equity & Inclusion for a funding decision. Applications are due by the second Monday of the month in order to be reviewed before the monthly IDEA meeting.

EVALUATION/DISSEMINATION OF INFORMATION

The following should be completed after the conclusion of the project.

1. Written report using the online form (within four weeks after conclusion of project)
2. Presentation to college community at a Monday College Assembly (as scheduled)

Note: To view the Report Form, visit:

<https://dbelman.wufoo.com/forms/student-equity-plan-minigrant-project-report-form/>

Select a Grant *

IMPACT Equity Grant - Direct Student Programming & Support ▾

Project Title: *

Project Leads: *

Project Lead Email *

Project Lead Phone Number *

 - -

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Additional Project Members:

Expected Project Start Date: *

 / / 

MM DD YYYY

Expected Project End Date: *

 / / 

MM DD YYYY

Amount Requested: *

Applicant Name (person completing the application) *

First Last

Today's Date: *

Student Equity Plan Alignment (READ CAREFULLY)

1. Choose one or more success indicators. (ACCESS, COURSE COMPLETION, ESL / BASIC SKILLS, DEGREE & CERTIFICATES, TRANSFER)
2. Beneath the success indicator, choose the target population(s) your project/program will serve.
3. Describe in detail how your project will address Student Equity Plan goals. Describe the project, the number of students impacted, and the results you expect.

TIP - Be transparent and clear in your project. Filling out more boxes does not increase your chance of attaining a grant.

SUCCESS INDICATOR A (check ONLY if your project/plan will address this item):

- ACCESS: Comparison of percentage of enrolled campus population to their percentage in the community served.

Target Populations (identified through research):

Applications will be taken online via WUFOO <https://dbelman.wufoo.com/forms/qs8tub9115dtbu/>

Target Populations (identified through research):

- Veterans ESL

SUCCESS INDICATOR B (check ONLY if your project/plan will address this item):

- COURSE COMPLETION: Ratio of credit courses completed by a population group compared to total # of courses that group is enrolled in at term census.

Target Populations (identified through research):

- Low Income Students Black or African American
- Foster Youth

SUCCESS INDICATOR C (check ONLY if your project/plan will address this item):

- ESL & Basic Skills Comp: Ratio of # of students completing a deg. app. course after taking last ESL/BS course vs. # of students completing a course.

Target Populations: (identified through research)

- ESL Hispanic or Latino Students
- Foster Youth Black or African American
- Low Income Students Students with Disabilities

SUCCESS INDICATOR D (check ONLY if your project plan will address this item):

- DEGREE AND CERTIFICATE COMPLETION

Target Population

- Black or African American
- Foster Youth
- ESL

SUCCESS INDICATOR E (check ONLY if your project plan will address this item):

- TRANSFER

Target Population

- Low Income Students
- Black or African American
- Students with Disabilities

Describe your project. How will it contribute to the SUCCESS INDICATORS and population(s) selected above? What activities will take place? What # of students will be served? What results do you expect from your work?

Applications will be taken online via WUFOO <https://dbelman.wufoo.com/forms/qs8tub9115dtbu/>

EVALUATION

Describe your plan for evaluating the success/impact of your project. Please include the data that you will collect (qualitative and/or quantitative) to measure the impact of the activities you will undertake on the goal.

What data will be collected (qualitative and/or quantitative)? How will you measure the impact of project activities on Student Equity Plan goals? What results are you expecting? *

PROJECT COSTS

Give the total anticipated cost of your program/project. Provide an itemized budget list. Indicate whether additional funding sources will be used.

Total Cost: *

Itemized Budget List: *

Additional Funding Source (if any):

REPORTING: IMPORTANT NOTE

You will be required to report within four weeks of the conclusion of your project by completing an online form. You may also be asked to present your project to the community at a College Assembly.

Applications will be taken online via WUFOO <https://dbelman.wufoo.com/forms/qs8tub9115dtbu/>