



# 19-20 Guided Pathways Funding Request Application

## Contact Information

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## Overall Proposal

Funding request(s) must be linked to one or more of the Pillar Team Foci: Create Curricular Paths, Help Students Choose and Enter Their Path, Help Student Stay on Their Path and/or Ensure Learning is Happening with Intentional Outcomes.

Provide a short summary of your proposal and how it will support one or more of the identified Pillar Team goals. Cite any research evidence that supports the need for your proposal.

The Leading from the Middle (LFM) Far North Academy will consist of two, two-day convenings one in the spring (April 23 - 24, 2020) and one in the fall (Sept 24 - 25, 2020). The Academy is designed for cross-functional teams of up to 10 faculty, staff, and administrators, from eight colleges in the Far North, that are interested in advancing their instructional and student support efforts by grounding their endeavors in the student experience. No travel is required to participate.

LFM's hands-on, problems-based curriculum will be delivered online via Zoom. In addition, an LFM coach will be assigned to each college to help with on-site facilitation. Between convenings, the coach will continue to support each team as they apply and practice leadership skills in the context of their colleges' redesign efforts.

The Academy's curricular focus will be on instructional and student support redesign efforts that are grounded in the student experience. To that end, the six enabling factors--directed, focused, nurtured, connected, engaged, and valued—identified by students as necessary to their success, in RP Group's study Student Support (Re)defined, will be used as a framework to explore how middle leaders can use the student experience as a powerful driver to advocate for and advance institutional transformation.

This activity applies to all 4 Pillar Team Goals.

## Description of request

Provide details of your request. Specifically, describe what you plan to do. (Costs are requested in a separate section).

We plan to have a team of 10 (Steering Group Members) participate in this Academy which will allow each participant to:

Develop and deepen identity as a leader

- Work collaboratively with colleagues in teams, as well as build broader coalitions on campus
- Apply critical inquiry skills to decision-making and communication
- Apply planning tools and design approaches to campus redesign efforts that promote coherence between efforts to improve student success including Pathways and completion initiatives, with attention to equity, student progress, and retention
- Engage with and learn from teams from other Far North colleges

## Intended Outcomes and Assessment

If funded, what are the intended qualitative/quantitative outcomes and how do you plan to implement? Please describe what type of Institutional Research data you will use, how you will analyze it, and/or how you will collect and analyze other data to evaluate your outcomes.

Intended qualitative outcomes include applying planning tools and design approaches to campus redesign efforts that promote coherence between efforts to improve student success including Pathways and completion initiatives, with attention to equity, student progress, and retention. These approaches would be shared with the college community during Spring 2021 Flex.

If the college chooses to implement some or all approaches, we will compare baseline data with post implementation data as well as student focus groups to assess effectiveness.

## Requested Amount

Calculate estimated expenses. Please list expenses associated with your request. Please indicate if your request can be found in last year's Program Review.

*Ex. Compensation for two adjuncts to map ECE program classes. **TOTAL: \$4000. No, not requested via the Program Review process.***

Approximate Expense for food/beverages for the 4 days for 10 people is: \$500

**TOTAL Request: \$500**

## Signatures

### Person Preparing the Request:

Name (printed)	Char Perlas
Signature	
Date	Feb 26, 2020

### Administrator/Supervisor Acknowledgement of Request:

Name (printed)	
Signature	
Date	

## Guided Pathways Expenditure Guidelines

The State of California's \$150 million one-time investment in the Guided Pathways Award Program will give each of our 114 colleges the opportunity to begin implementation of the Guided Pathways framework. This investment will support an intensive five-year planning and implementation process at each participating college. Using the Guided Pathways framework, colleges will rethink and redesign programs and services into cohesive, campus-wide strategies to achieve the outcomes expected by the state, our system, and our students. Guided Pathways allocations are to be used to directly support the implementation of the Guided Pathways framework.

### REASONABLE and JUSTIFIABLE

All expenditures should be reasonable and justifiable. "Reasonable" means expenditures are prudent and every effort is made to utilize funds efficiently. "Justifiable" means expenditures are consistent with goals and activities related to Guided Pathways implementation. Colleges are strongly urged to develop policies and procedures to document and justify Guided Pathways expenditures. Developing written documentation prior to the time of expenditure is recommended. This documentation should clearly establish the link between a given expenditure and Guided Pathways goals and objectives.

### ULTIMATE RESPONSIBILITY

Colleges and districts are ultimately responsible for expenditure decisions. This responsibility cannot be delegated. Guided Pathways will be included in the District Audit Manual with the expectation that expenditures district-contracted auditors annually audit expenditures. Audits may also be conducted by the California Bureau of State Audits, the Chancellor's Office, or other government agencies with a lawful interest in the expenditure of funds.

### NON-ALLOWABLE EXPENDITURES

The Chancellor's Office has identified the following non-allowable expenditures:

1. Gifts -- Public funds may not be used for gifts or monetary awards of any kind. Expenditures for a public purpose are not considered a gift of public funds.
2. Stipends for students -- funds cannot be used to pay stipends to students for participation in program or classroom activities.
3. Political Contributions.
4. Courses -- funds may not be used to pay for the delivery of courses that generate FTES.
5. Supplanting – Any funds spent on these programs should supplement, not replace, general or state categorical (restricted) district funds expended on similar program activities prior to the availability of program funding. This restriction applies to categorical programs and any other federal, state, and county programs.

In general, the Chancellor's Office will not provide an exhaustive list of allowable and non-allowable expenditures, as decisions for each expenditure must be made locally according to program objectives and activities, and the "reasonable and justifiable" criteria as outlined above.