

## GRANT AGREEMENT

THIS GRANT AGREEMENT is made as of June 18, 2019, between Community Initiatives, a California nonprofit public benefit corporation, tax –exempt from the Internal Revenue Service (IRS) and not classified as a private foundation under Section 509(a) of the Code (“Grantor”), on behalf of its fiscally sponsored project, Immigrants Rising and Kern Community College District, also a nonprofit public benefit corporation, tax-exempt from the IRS and not classified as a private foundation (“Grantee”), with respect to the following:

A. Grantee’s address is 2100 Chester Ave, Bakersfield, CA 93301, and telephone number is 661-336-5100. Grantee’s contact person for this grant is Deborah Martin, Chief Finance Officer.

B. Grantor makes this grant in furtherance of its charitable and educational purposes, in the amount and on the terms and conditions in this Agreement.

NOW, THEREFORE, in consideration of the mutual rights and obligations set forth herein, the parties to this Agreement hereby agree as follows:

1. The grant funds may only be expended for charitable or educational purposes. This grant is made only for the purposes stated in this letter and to support:

- 1) Incorporate a new Program Specialist position who will support the implementation of direct services and outreach for undocumented students at Bakersfield College.
- 2) Through the engagement of selected faculty mentors, will foster and expand leadership opportunities, capacity and empowerment of undocumented students at Bakersfield College (both at the Main campus and at the Delano site).
- 3) Raise public awareness and access to resources and supports for undocumented students and families through concerted on-campus and off-campus outreach.
- 4) Increase legal services support for undocumented students and their families.

### Measurable Outcomes:

- 1) A new staff hire will ensure that at least 800 individuals (students and families) are reached and offered services on- and off-campus;

2) Project Conexiones Estudiantiles will expand its membership at the main and Delano campuses targeting a combined membership of 50 unduplicated students. Regular meetings will be held in both areas at least 3 times per semester;

3) At least 100 individuals (students and families) will receive legal services support and information via workshops and one-on-one consultations;

4) Partnership with Bakersfield College Media Services will lead to 10 media pieces to highlight programs and offerings on campus for undocumented individuals.

2. The total amount of the grant contemplated by this Agreement is one-hundred and twenty-nine thousand dollars (\$129,000), (the "Grant") for the grant period of July 1, 2019 to June 30, 2020. It is understood that these grant funds will be used for such purposes substantially in accordance with the attached approved budget (Exhibit A). It is also understood that no substantial variances will be made from the budget without Community Initiative's prior approval in writing. Grantor shall pay to Grantee the full amount of the Grant of \$129,000 in one total payment.

3. Any grant funds not expended or committed for the purposes of the grant, or within the period stated above, will be returned to Community Initiatives. Further, Grantee shall use the Grant solely for the purposes stated in paragraph 1, and Grantee shall repay to Grantor any portion of the Grant that is not used for those purposes, unless Grantor has agreed to the change in writing. Any significant changes in the purposes for which grant funds are spent must be approved in writing by Grantor before implementation.

4. Grantee will use the grant funds in compliance with all applicable anti-terrorists financing and asset control laws, regulations, rules, and executive orders, including, but not limited to the USA Patriot Act of 2001 and Executive Order 13224.

5. With regard to any subgrantees convenient or necessary to carry out the purposes of the Grant, Grantee shall retain full discretion and control over their selection, acting completely independently of Grantor. There is no agreement, written or oral, by which Grantor may cause Grantee to choose any particular subgrantee.

6. The Grant shall not be used in any attempt to influence legislation within the meaning of Code Section 4911(d) as interpreted by applicable Treasury Regulations and rulings of the Internal Revenue Service. Grantee shall not use any portion of the Grant to participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office, to induce or encourage violations of law or public policy, to cause any private inurement or improper private benefit to occur, nor to take any other action inconsistent with Section 501(c) (3) of the Code.

7. Grantee is solely responsible for the activity supported by the grant funds, the content of any product of the project, and the manner in which any such product may be disseminated. Grantee shall not transfer or assign this Agreement without the prior written consent of Grantor. This Agreement does not create any relationship of agency, partnership, or joint venture between the parties, and no party shall make any such representation to anyone.

8. Grantee shall notify Grantor immediately of any change in Grantee's executive staff or key staff responsible for achieving the Grant purposes.

9. Grantee hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless Grantor, its officers, directors, trustees, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees), directly or indirectly, wholly or partially, arising from or in connection with any act or omission of Grantee, its officers, directors, employees, or agents, in applying for or accepting the Grant, in expending or applying the proceeds of the Grant, or in carrying out the project to be funded by the Grant. Notwithstanding the foregoing, in no event shall the total liability of the Grantee under this Section exceed \$4,000,000.00. This paragraph shall survive any termination of this Agreement.

10. For the first report, an initial written report is to be furnished and will be due on January 31, 2020. This initial report should contain details pertaining to the financial accounting as of December 31, 2019 to include (1) narrative account of what was accomplished by the expenditure of the funds, including a description of progress made toward achieving the goals of the grant; (2) a description of any obstacles that needed to be overcome and how you did that; and (3) a financial accounting, according to the line-item categories of the attached approved budget. The final period-ending report will be due July 31, 2020, 31 days after the close of the grant period, and will include details pertaining to the financial accounting as of June 30, 2020 to include (1) narrative account of what was accomplished by the expenditure of the funds, including a description of progress made toward achieving the goals of the grant; (2) a description of any obstacles that needed to be overcome and how you did that; and (3) a financial accounting, according to the line-item categories of the attached approved budget. Report templates may be found in Exhibit B of this agreement. Both reports should be sent to Victor Garcia, Ed.D, Director of California Campus Catalyst Fund with Immigrants Rising at [victor@immigrantsrising.org](mailto:victor@immigrantsrising.org), cc: Community Initiatives at [fiscalsponsorship@communityin.org](mailto:fiscalsponsorship@communityin.org). At the end of the grant period, Grantor shall be furnished a copy of any relevant publications or research papers or other media products produced by Grantee under this Grant.

11. Grantor may monitor and conduct a review of operations under this grant, which may include a visit from Community Initiatives staff or Immigrants Rising leadership to observe your activities, discuss the program and finances with your staff and review financial and other records and materials connected with the activities financed by this Grant.

12. Grantor may include information on this grant in its periodic public reports. It may also publicize the grant using social media or other communication mediums, in which case you will be notified.

13. Failure to comply with the terms of this Agreement may result in the immediate cessation of funding and/or support from Grantor.

14. Unless you indicate a preference for paper documents, we will keep your records, including this Agreement, in electronic form. For contractual purposes, you consent to receive communications in electronic form via the email address you have provided us; you consent to use electronic signatures where signatures are necessary; and you agree that all notices, disclosures, agreements, and other communications we provide to you electronically satisfy any legal requirement that those communications would satisfy if they were on paper. You may opt out of electronic communications and records at any time, or request a paper copy of your Agreement by contacting Community Initiatives.

IN WITNESS WHEREOF, the parties have executed or caused to be executed this Grant Agreement on the dates set forth opposite their signatures below.

**Community Initiatives**

DATED: \_\_\_\_\_

Signed: \_\_\_\_\_

Name: Ruth Williams

Title: President & CEO

**Immigrants Rising (formerly known as Educators for Fair Consideration)**

DATED: \_\_\_\_\_

Signed: \_\_\_\_\_

Name: Victor Garcia

Title: Director, CA Campus Catalyst Fund

**Kern Community College District**

DATED: 11/5/19

Signed: Deborah A. Martin

Name: Deborah Martin

Title: Chief Finance Officer

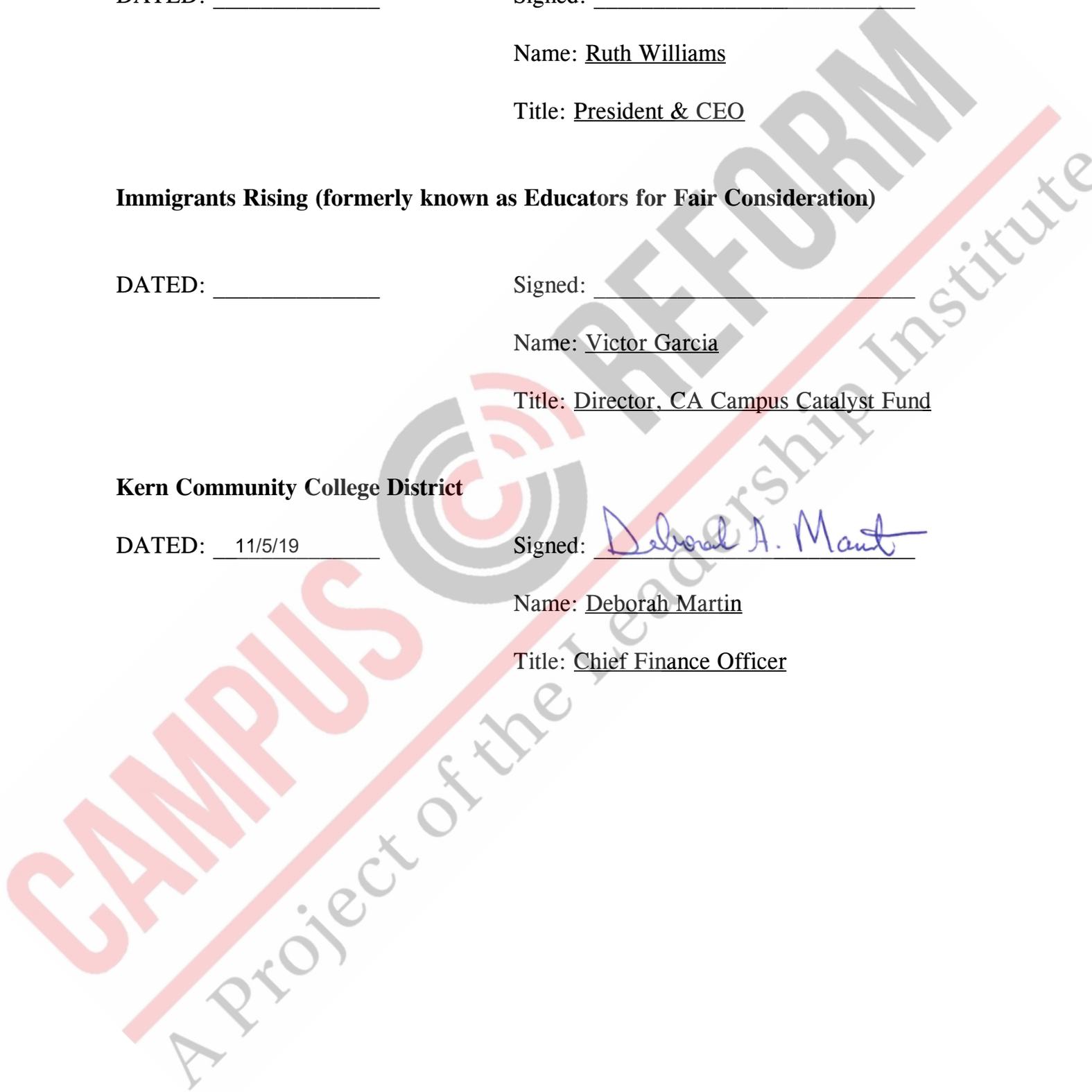


EXHIBIT A: PROJECT BUDGET

California Campus Catalyst Fund - Year 2 Budget Proposal	
<b>Campus/Collaboration Name:</b>	Project Conexiones
<b>Contact Person (responsible for DRAFTING this budget):</b>	Imelda Simos-Valdez, Director EOPS, CARE, Cal-WORKs, NextUp, AB540, Cal-SOAP, FKCE
<b>Contact Person (responsible for IMPLEMENTING this budget):</b>	Imelda Simos-Valdez, Director EOPS, CARE, Cal-WORKs, NextUp, AB540, Cal-SOAP, FKCE
<b>Project Dates:</b>	July 2019 - June 2020
<b>BUDGET ITEMS (add rows as needed)</b>	<b>2019-2020 Budget (Proposed)</b>
<b>Staffing</b>	
Faculty Stipend (2 faculty x \$5,000 each)	\$ 10,000
Department Assistant III (FT)	\$ 37,285
Student Assistants (6 Leadership Outreach Team x 10 hours/week x 40 weeks x \$12.00)	\$ 28,800
<b>Total Staffing:</b>	<b>\$ 76,085</b>
<b>Fringe Benefits</b>	
Faculty Stipend (2 faculty x \$5,000 each)	\$ -
Department Assistant III (FT)	\$ 17,721
Student Assistants (6 Leadership Outreach Team x 10 hours/week x 40 weeks)	\$ 150
<b>Total Fringe Benefits:</b>	<b>\$ 17,871</b>
<b>Supplies &amp; Materials</b>	
Office Supplies	\$ 2,138
Promotional Materials & Printing Services	\$ 3,000
Food & Refreshments (for meetings, events)	\$ 1,500
Technology	\$ 1,000
Outreach Programming & Mileage (including conference travel)	\$ 7,850
<b>Total Supplies &amp; Materials:</b>	<b>\$ 15,488</b>
<b>Other Operating Expenses</b>	
Speaker/facilitator fees for workshops, youth journalism	\$ -
Legal fees for attorney visits	\$ 10,000
Live Scan Fees	\$ -
<b>Total Other Operating Expenses:</b>	<b>\$ 10,000</b>
<b>Total Direct Costs:</b>	<b>\$ 119,444</b>

<b>Indirect Costs:</b>		<b>\$ 9,556</b>
<b>Total Costs:</b>		<b>\$ 129,000</b>
<b>Category</b>	<b>Program Budget Narrative - Please provided a description of each line item included in your proposed 2019-2020 budget.</b>	
<b>Staffing</b>	In our first year of program implementation and design, the program lacked the classified support needed to perform administrative duties such as travel arrangements, process documents, order supplies and/or promotional materials, process purchase orders, prepare documents related to staff and student travel, make follow up calls, prepare for meetings, workshops and other events/activities related to the Catalyst work. The faculty work was centered around leading and developing the student leadership and connecting them to community resources. The student assistants helped with recruitment at the high schools and at college campuses to develop the larger groups of the Conexiones Estudiantiles de BC on the Bakersfield and Delano campuses. Adding a Department Assistant will help streamline the services beginning in Year 2.	
<b>Fringe Benefits</b>	The faculty stipend will not be charged with fringe benefits. The Department Assistant would be hired as a full-time benefited classified employee. The student assistant benefits only covers FICA.	
<b>Other Operating Expenses</b>	Funding to contract with external legal service providers who can meet with students and families (e.g., presentations, workshops, and one-on-one consultations).	
<b>Indirect Costs</b>	The administrative fees to be charged to the grant will be 7.4% of the total expenditures.	

CAMPUS

A Project of the Leadership Institute

## EXHIBIT B: INITIAL AND FINAL REPORT TEMPLATE

Date Proposal Approved by Community Initiatives	
Date Report Submitted	
Organization's Legal Name	
Project Name	
Project Contact (Dr./Ms./Mr.)	
Telephone	Office:                      Mobile:
Address	
E-mail Address	
Web Address	
Report Dates: Entire term of grant (mm/dd/yyyy) to (mm/dd/yyyy)	

### GUIDELINES FOR INITIAL AND FINAL REPORTS

We are interested in learning about your experiences from this grant and ask that you be candid, reflective, and succinct in this initial or final report. Your report may include additional information and may disregard questions that do not apply to your grant. If you have any questions about this report, please contact your assigned contact at Community Initiatives.

**Project goals / activities and outcomes / impact metrics.** Please review your original proposal and describe whether the proposed goals / activities and objectives / impact metrics were met, and what outcomes were achieved as a result. Please state clearly, whether you did or did not meet individual performance goals. Note any unanticipated challenges and what you did in response. If you were unable to accomplish a specific outcome, please explain why. In addition to discussing individual performance measures, please provide a contextual discussion of overall project progress.

1. **Lessons Learned.** Describe the key lessons learned (a) during this grant period, and (b) during the project as a whole. Identify the critical factors that promoted and/or inhibited the successful implementation of the grant. Add any other activities or successes achieved, in addition to those outlined in the proposal. Indicate what changes you would make if you were to do this work again.
2. **The Future.** Describe whether the project will continue, how future funding will help and any expected changes to the project design.
3. **Expenditure Report – Current Project Budget.** Review the project budget and report actual expenditures for this final report.



### Agenda Item Details

Meeting	Aug 08, 2019 - Board of Trustees Regular Meeting
Category	11. (Educational Services ---Approval) The Educational Services items listed below are recommended for approval in accordance with Board Policy 4B, Educational Program/Courses. Also listed are items requiring approval to authorize the Chief Financial Officer to execute agreements in accordance with Board Policy 3A4.
Subject	C. Approval of a grant agreement between the Kern Community College District, on behalf of Bakersfield College, and the Community Initiatives, to provide resources and support to Bakersfield College's undocumented students. The term is from July 1, 2019 through June 30, 2020. The total amount payable to the District is \$129,000.00, to be deposited into a new restricted grant fund.
Access	Public
Type	Action
Preferred Date	Aug 08, 2019
Absolute Date	Aug 08, 2019
Fiscal Impact	Yes
Dollar Amount	129,000.00
Budgeted	Yes
Budget Source	Restricted grant fund
Recommended Action	Recommended for approval

### Public Content

Through the Community Initiatives grant fund, Bakersfield College's Project Conexiones aims to support direct services and outreach, foster and expand leadership, raise public awareness and access to resources and increase legal services support for undocumented students and their families.

[FY20 Catalyst Fund Grant Agreement - Bakersfield College - Final.pdf \(220 KB\)](#)

### Administrative Content

### Workflow

Workflow

Jul 3, 2019 8:56 PM :: Submitted by Anna Laven. Routed to Zav Dadabhoy for approval.  
Jul 3, 2019 9:56 PM :: Approved by Zav Dadabhoy. Routed to Mike Giacomini for approval.  
Jul 5, 2019 11:40 PM :: Approved by Mike Giacomini. Routed to Sonya Christian for approval.  
Jul 17, 2019 10:17 PM :: Approved by Sonya Christian. Routed to John M Means for approval.  
Jul 18, 2019 1:01 PM :: Approved by John M Means. Routed to Deborah Martin for approval.  
Jul 18, 2019 2:08 PM :: Approved by Deborah Martin. Routed to Thomas J Burke for approval.  
Jul 28, 2019 4:39 PM :: Final approval by Thomas J Burke

### Motion & Voting

Recommended for approval

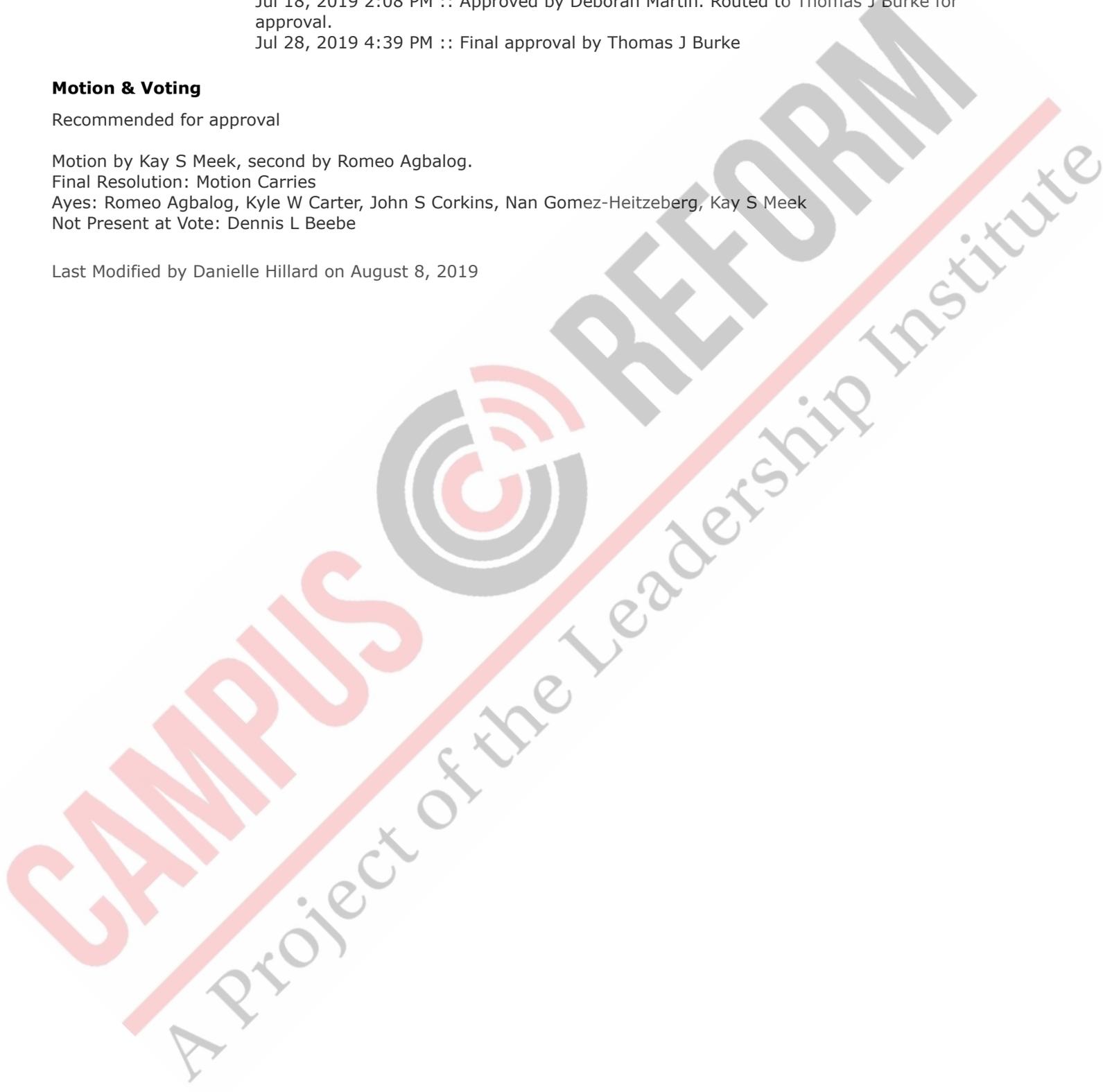
Motion by Kay S Meek, second by Romeo Agbalog.

Final Resolution: Motion Carries

Ayes: Romeo Agbalog, Kyle W Carter, John S Corkins, Nan Gomez-Heitzeberg, Kay S Meek

Not Present at Vote: Dennis L Beebe

Last Modified by Danielle Hillard on August 8, 2019



## GRANT AGREEMENT

THIS GRANT AGREEMENT is made as of **October 26, 2020**, between **Community Initiatives**, a California nonprofit public benefit corporation, tax –exempt from the Internal Revenue Service (IRS) and not classified as a private foundation under Section 509(a) of the Code (“Grantor”), on behalf of its fiscally sponsored project, **Immigrants Rising and Kern Community College District**, also a nonprofit public benefit corporation, tax-exempt from the IRS and not classified as a private foundation (“Grantee”), with respect to the following:

A. Grantee’s address is 2100 Chester Ave, Bakersfield, CA 93301, and telephone number is 661-336-5124. Grantee’s contact person for this grant is **Arlitha Williams-Harmon, Interim Chief Financial Officer**.

B. Grantor makes this grant in furtherance of its charitable and educational purposes, in the amount and on the terms and conditions in this Agreement.

NOW, THEREFORE, in consideration of the mutual rights and obligations set forth herein, the parties to this Agreement hereby agree as follows:

1. Subject to the terms and conditions stated in this Grant Agreement, Community Initiatives (CI) agrees to grant to Grantee funds in the amount of **seventy-thousand seven-hundred dollars (\$70,700)**, (the “Grant”) for the grant period of **October 26, 2020 to June 30, 2021**. The grant shall be disbursed to Grantee in installments as set forth on Exhibit A.

2. The Grant is to be used exclusively to engage in activities intended to support the implementation of programming and services for undocumented student and families, as further set forth by Grantee, and attached hereto as Exhibit B (collectively, the “Grant Purposes”). The Grant shall be used by Grantee in furtherance of the Grant Purposes in a manner consistent with CI’s charitable and educational purposes within the meaning of IRC Section 501(c)(3), and within the Project’s purpose of Immigrants Rising’s mission to empower undocumented young people to achieve educational and career goals through personal, institutional and policy transformation.

a) The Grant shall also be used in a manner that is consistent with the budget submitted by Grantee related to the activities to be funded by the Grant and attached hereto as Exhibit C. Grantee shall not use the Grant in a manner that varies more than ten percent (10%) from any line item in the budget attached hereto as Exhibit C unless CI provides prior written consent for such varied use of the Grant funds. Grantee shall use the Grant only for the Grant Purposes described above, shall treat the Grant as restricted for the Grant Purposes, and

shall repay to CI any part of the Grant that is used for any purpose other than the Grant Purposes, unless CI provides prior written consent for such use.

3. Any grant funds not expended or committed for the purposes of the grant, or within the period stated above, will be returned to Community Initiatives. Further, Grantee shall use the Grant solely for the purposes stated in paragraph 1, and Grantee shall repay to Grantor any portion of the Grant that is not used for those purposes, unless Grantor has agreed to the change in writing. Any significant changes in the purposes for which grant funds are spent must be approved in writing by Grantor before implementation.

4. Grantee will use the grant funds in compliance with all applicable anti-terrorists financing and asset control laws, regulations, rules, and executive orders, including, but not limited to the USA Patriot Act of 2001 and Executive Order 13224.

5. With regard to any subgrantees convenient or necessary to carry out the purposes of the Grant, Grantee shall retain full discretion and control over their selection, acting completely independently of Grantor. There is no agreement, written or oral, by which Grantor may cause Grantee to choose any particular subgrantee.

6. The Grant shall not be used in any attempt to influence legislation within the meaning of Code Section 4911(d) as interpreted by applicable Treasury Regulations and rulings of the Internal Revenue Service. Grantee shall not use any portion of the Grant to participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office, to induce or encourage violations of law or public policy, to cause any private inurement or improper private benefit to occur, nor to take any other action inconsistent with Section 501(c) (3) of the Code.

7. Grantee is solely responsible for the activity supported by the grant funds, the content of any product of the project, and the manner in which any such product may be disseminated. Grantee shall not transfer or assign this Agreement without the prior written consent of Grantor. This Agreement does not create any relationship of agency, partnership, or joint venture between the parties, and no party shall make any such representation to anyone.

8. Grantee shall notify Grantor immediately of any change in Grantee's executive staff or key staff responsible for achieving the Grant purposes.

9. Grantee hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless Grantor, its officers, directors, trustees, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees), directly or indirectly, wholly or partially, arising from or in connection with any act or omission

of Grantee, its officers, directors, employees, or agents, in applying for or accepting the Grant, in expending or applying the proceeds of the Grant, or in carrying out the project to be funded by the Grant. Notwithstanding the foregoing, in no event shall the total liability of the Grantee under this Section exceed \$2,000,000.00. This paragraph shall survive any termination of this Agreement.

10. For the first report, an initial written and financial report is to be furnished and will be due on **January 26, 2021**. This initial report should contain details pertaining to the financial accounting as of **December 31, 2020** to include (1) narrative account of what was accomplished by the expenditure of the funds, including a description of progress made toward achieving the goals of the grant; (2) a description of any obstacles that needed to be overcome and how you did that; and (3) a financial accounting, according to the line-item categories of the attached approved budget. The final period-ending report will be due **July 31, 2021**, 31 days after the close of the grant period, and will include details pertaining to the financial accounting as of **June 30, 2021** to include (1) narrative account of what was accomplished by the expenditure of the funds, including a description of progress made toward achieving the goals of the grant; (2) a description of any obstacles that needed to be overcome and how you did that; and (3) a financial accounting, according to the line-item categories of the attached approved budget. Report templates may be found in Exhibit D of this agreement. Both reports should be sent to Victor Garcia, Ed.D, Director of California Campus Catalyst Fund with Immigrants Rising at [victor@immigrantsrising.org](mailto:victor@immigrantsrising.org), cc: Community Initiatives at [fiscalsponsorship@communityin.org](mailto:fiscalsponsorship@communityin.org). At the end of the grant period, Grantor shall be furnished a copy of any relevant publications or research papers or other media products produced by Grantee under this Grant.

11. Grantor may monitor and conduct a review of operations under this grant, which may include a visit from Community Initiatives staff or Immigrants Rising leadership to observe your activities, discuss the program and finances with your staff and review financial and other records and materials connected with the activities financed by this Grant.

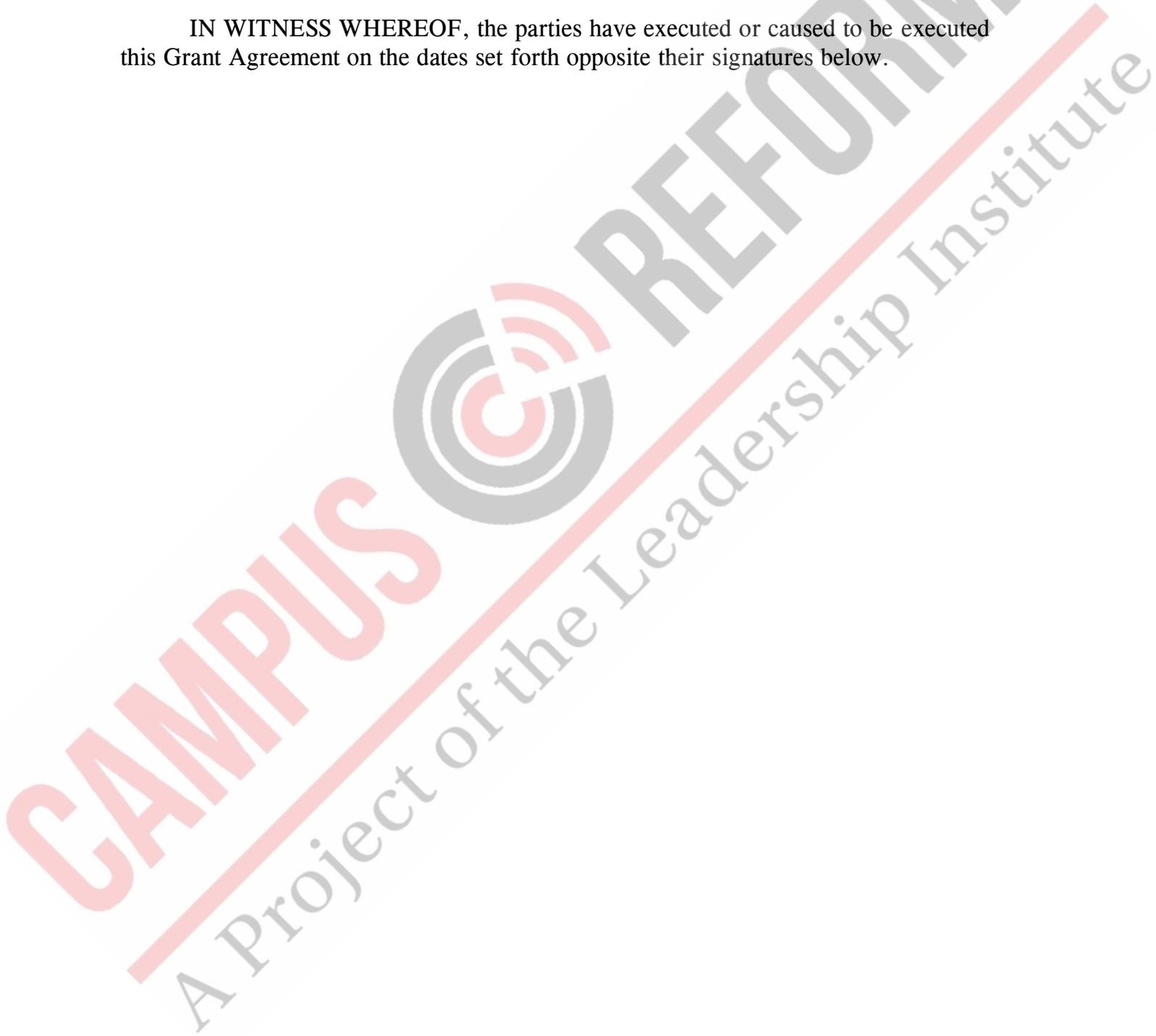
12. Grantor may include information on this grant in its periodic public reports. It may also publicize the grant using social media or other communication mediums, in which case you will be notified.

13. Failure to comply with the terms of this Agreement may result in the immediate cessation of funding and/or support from Grantor.

14. Unless you indicate a preference for paper documents, we will keep your records, including this Agreement, in electronic form. For contractual purposes, you consent to receive communications in electronic form via the email address you have

provided us; you consent to use electronic signatures where signatures are necessary; and you agree that all notices, disclosures, agreements, and other communications we provide to you electronically satisfy any legal requirement that those communications would satisfy if they were on paper. You may opt out of electronic communications and records at any time, or request a paper copy of your Agreement by contacting Community Initiatives.

IN WITNESS WHEREOF, the parties have executed or caused to be executed this Grant Agreement on the dates set forth opposite their signatures below.



**Community Initiatives**

DATED: 11/2/2020

Signed: DocuSigned by:  
*Ruth Williams*  
-574D70B859D74E1...

Name: Ruth Williams  
Title: President & CEO

**Immigrants Rising (formerly known as Educators for Fair Consideration)**

DATED: 11/2/2020

Signed: DocuSigned by:  
*Victor Garcia*  
-C309AE01EEDB4D8...

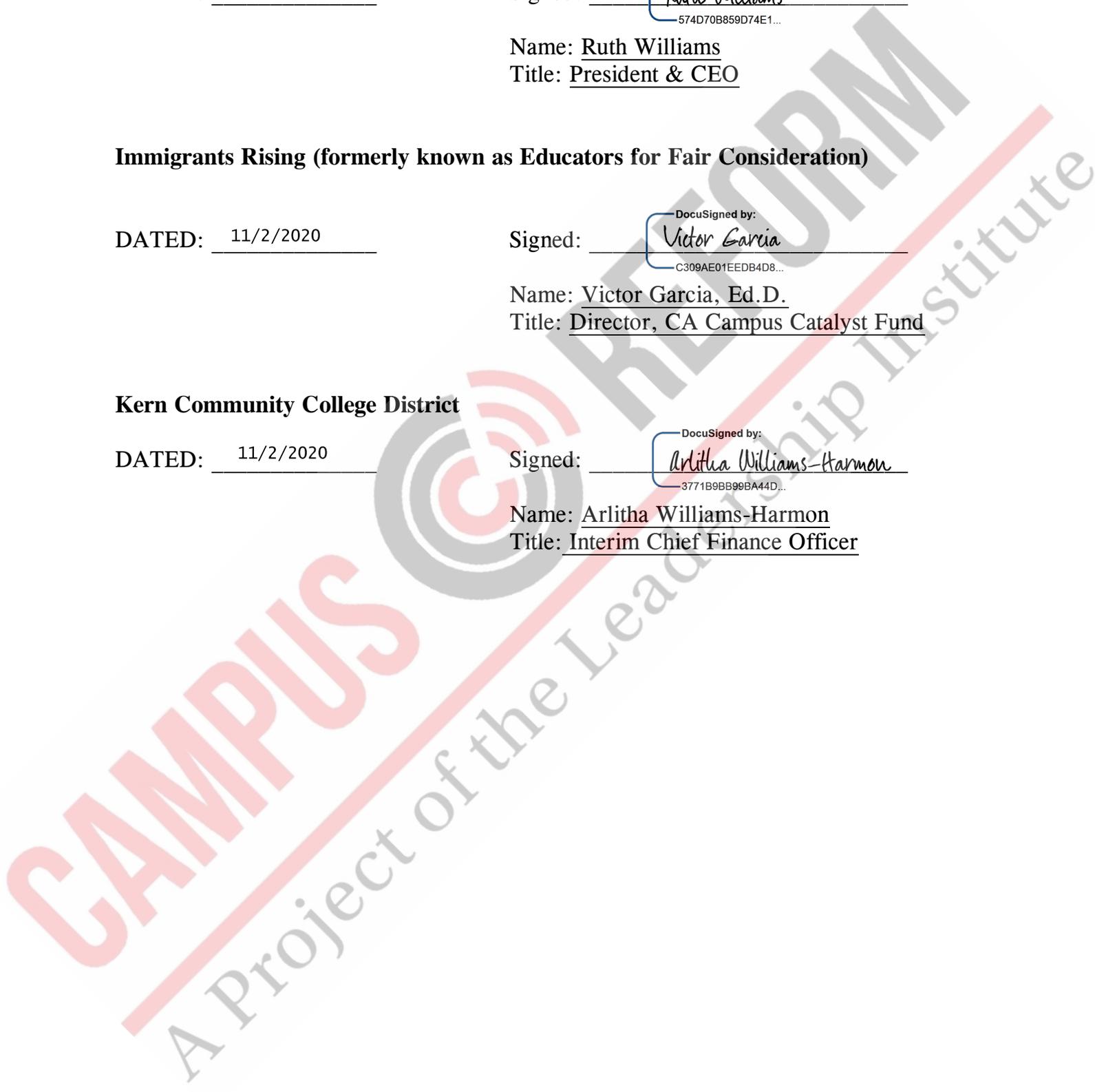
Name: Victor Garcia, Ed.D.  
Title: Director, CA Campus Catalyst Fund

**Kern Community College District**

DATED: 11/2/2020

Signed: DocuSigned by:  
*Arlitha Williams-Harmon*  
-3771B9BB99BA44D...

Name: Arlitha Williams-Harmon  
Title: Interim Chief Finance Officer



## EXHIBIT A: DISBURSEMENT SCHEDULE

Disbursement #	Amount	Disbursement Condition	Target Payment Date*
#1	\$35,350	Unconditional, upon receipt of a fully signed copy of this Agreement.	Upon receipt of a fully signed copy of this Agreement
#2	\$35,350	Conditional, upon receipt of a sufficient written report that at least 50% of funds received in Disbursement #1 have been expended in furtherance of the Grant Purposes.	Expected on or about January 26, 2021

\* The target payment dates set forth herein are targets only and CI retains discretion to distribute payments on such dates as it determines.

## Additional Disbursement Terms and Conditions:

1. With respect to each conditional disbursement, Grantee shall provide supporting documentation for CI to verify the achievement of the applicable conditions. Please contact CI in advance to determine what supporting documentation will be considered sufficient. If Grantee fails to provide CI with sufficient supporting documentation by the date specified above or if CI has determined that Grantee has not achieved the applicable condition(s), then CI may in its sole discretion elect not to make the disbursement.
2. Should CI elect not to make any disbursement (or portion thereof), the Grant shall automatically be reduced by any such amount.
3. CI understands that there may be a variety of reasons why certain conditions may not be met by Grantee. Should Grantee believe it will have difficulty in meeting the conditions stated here, it shall confer in advance with CI regarding its concerns. CI may, in its sole discretion, waive any condition to a disbursement.
4. CI shall have the right to withhold any disbursement(s) of the Grant should Grantee fail to comply with the requirements of the Grant Agreement, including any reporting requirements.

## EXHIBIT B: GRANT PURPOSES

This grant is made only for the purposes stated in this letter and to support:

### **Grant Goals:**

1) To provide continued holistic supports for all undocumented students at Bakersfield College while finalizing sustainability plans for continued funding by rallying community support and through grant writing.

2) Expand the scope of services and financial supports provided to undocumented students while taking courses at Bakersfield College.

### **Expected outcomes related to each goals listed above:**

1) By June 2021, Bakersfield College will use their collaborative and holistic student support services to continue the reach and serve approximately 500 students.

2. The project Director will work with Bakersfield College Foundation to rally community support and submit at least three grant proposals to continue serving the undocumented student population beyond the support received through this grant.

3) Educational and leadership support will be provided by the Program Manager, Educational Advisor, Faculty Counselor, Peer Mentors, Student Leaders, as well as immigration legal services.

4) The AB540-Undocumented Student Program will increase the number of students served while addressing food insecurity, homelessness, transportation and book support, technology needs, and grants.

## EXHIBIT C: PROJECT BUDGET

<b>California Campus Catalyst Fund - Year 3 Approved Budget</b>	
<b>Campus Name:</b>	Bakersfield College (Undocumented Student Program)
<b>Contact Person (responsible for DRAFTING this budget):</b>	Imelda Simos-Valdez, Director EOPS, CARE, Cal-WORKs, NextUp, AB540/USP, Cal-SOAP, FKCE
<b>Contact Person (responsible for IMPLEMENTING this budget):</b>	Imelda Simos-Valdez, Director EOPS, CARE, Cal-WORKs, NextUp, AB540/USP, Cal-SOAP, FKCE
<b>Project Dates:</b>	October 26, 2020 - June 30, 2021
<b>BUDGET ITEMS</b>	
<b>Amount</b>	
<b>Staffing</b>	
Faculty Stipend (1 faculty)	\$2,000
Department Assistant III (FT)	\$0
Student Assistants (3 Leadership Outreach Team x 19 hours/week x 28 weeks x \$14/hour)	\$20,748
Peer Mentors (3 Continuing CSU Transfer Students x 19 hours/week x 28 weeks x \$15.11/hour)	\$36,715
<b>Total Staffing:</b>	<b>\$59,463</b>
<b>Fringe Benefits</b>	
Faculty Stipend (1 faculty)	\$175
Department Assistant III (FT)	\$0
Student Assistants (3 Leadership Outreach Team at 19 hours/week from Dec 2020 - June 2021)	\$0
Student Assistants (3 Leadership Outreach Team x 19 hours/week x 28 weeks x \$14/hour)	\$205
Peer Mentors (3 Continuing CSU Transfer Students x 19 hours/week x 28 weeks x \$15.11/hour)	\$1,620
<b>Total Fringe Benefits:</b>	<b>\$2,000</b>
<b>Operating Expense</b>	
Office Supplies	\$3,000
Promotional Materials & Printing Services	\$1,000

Food & Refreshments (for leadership planning meetings)	\$0
Technology	\$0
Conference Travel & Outreach Mileage	\$0
<b>Total Supplies &amp; Materials:</b>	<b>\$4,000</b>
<b>Other Operating Expenses</b>	
Student Leadership Conference (Youth Led)	\$0
Speaker/facilitator fees for workshops, youth journalism	\$0
Legal fees for attorney visits	\$0
Live Scan Fees	\$0
<b>Total Other Operating Expenses:</b>	<b>\$0</b>
<b>Total Direct Costs:</b>	<b>\$65,463</b>
<b>Indirect Costs:</b>	<b>\$5,237</b>
<b>Total Costs:</b>	<b>\$70,700</b>
<b>Category</b>	<b>Program Budget Narrative</b>
<b>Staffing</b>	Year 3 renewal grant support from the Catalyst Fund will allow program leaders to focus on outreach and solidifying the work completed through this initiative over the past three years at Bakersfield College. Staffing support will allow student leaders, peer mentors, and faculty overseeing the Project Conexiones to implement virtual activities for students from the Bakersfield and Delano campuses. The aim of this strategy is to expand outreach services through student peer leaders as a way to increase their professional development. The student leaders will lead the virtual Dreamer Open House, high school and campus wide outreach, and community outreach components. They will also lead the continued planning for student involvement in the Project Conexiones Program from the Bakersfield and Delano campuses. The peer mentors will support undocumented students with educational planning. The faculty stipend will be for planning and execution of the Project Conexiones programming.
<b>Fringe Benefits</b>	The student leaders' benefits only cover FICA.
<b>Operating Expense</b>	Funding for program supplies, promotional materials, and printing for outreach purposes. In addition to brochures and flyers, outreach will be conducted by mail and via zoom until normal operations resume.

<b>Indirect Costs:</b>	The administrative fees to be charged to the grant will be <b>8%</b> of the total direct costs.
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## EXHIBIT D: INITIAL AND FINAL REPORT TEMPLATE

Date Proposal Approved by Community Initiatives	
Date Report Submitted	
Organization's Legal Name	
Project Name	
Project Contact (Dr./Ms./Mr.)	
Telephone	Office: _____ Mobile: _____
Address	
E-mail Address	
Web Address	
Report Dates: Entire term of grant (mm/dd/yyyy) to (mm/dd/yyyy)	

**GUIDELINES FOR INITIAL AND FINAL REPORTS**

We are interested in learning about your experiences from this grant and ask that you be candid, reflective, and succinct in this initial or final report. Your report may include additional information and may disregard questions that do not apply to your grant. If you have any questions about this report, please contact your assigned contact at Community Initiatives.

**Project goals / activities and outcomes / impact metrics.** Please review your original proposal and describe whether the proposed goals / activities and objectives / impact metrics were met, and what outcomes were achieved as a result. Please state clearly, whether you did or did not meet individual performance goals. Note any unanticipated challenges and what you did in response. If you were unable to accomplish a specific outcome, please explain why. In addition to discussing individual performance measures, please provide a contextual discussion of overall project progress.

- 1. Lessons Learned.** Describe the key lessons learned (a) during this grant period, and (b) during the project as a whole. Identify the critical factors that promoted and/or inhibited the successful implementation of the grant. Add any other activities or successes achieved, in addition to those outlined in the proposal. Indicate what changes you would make if you were to do this work again.
- 2. The Future.** Describe whether the project will continue, how future funding will help and any expected changes to the project design.

- 3. Expenditure Report – Current Project Budget.** Review the project budget and report actual expenditures for this final report.

