

## Federal/State Grant Planning Committee

Sept. 10, 2020

### Meeting Summary

#### **Purpose of Committee:**

To investigate and develop potential grant projects including key components so that KVCC is better prepared to submit federal grant (and other grant) proposals in the future; to be more intentional about preparing for and ultimately applying for federal grants.

**Members (Attendees):** Rachel Bair, LaJoyce Brooks, Craig Jbara, Kathy Johnson, Tracy Labadie, Kate Miller, Nate Nielson, Janet Nykaza, Tom Sutton

#### **Experience with Federal/State Grants Discussion:**

The group discussed their experience with federal and state grants

Rachel Bair: In her role as Director of Sustainable and Innovative Food Systems Rachel has successfully applied for and is acting as project lead for a current \$271,058 USDA grant to the Food Innovation Center for Local Food Promotion. She also has applied for numerous other federal grants. In a previous job Rachel has applied for and managed large federal grant projects.

LaJoyce Brooks: In her role as Director of Prior Learning and Apprenticeships LaJoyce has worked with numerous companies who successfully applied for and received federal grants. She has coordinated services funded by grants.

Craig Jbara: As VP of Strategic Business and Community Development Craig manages programs/professionals who are delivering grant funded services. Craig asked about the best practice for community college grant activities.

Kathy Johnson: As AVP of Analytics and Compliance one of Kathy's responsibilities is coordinating grants for the College. Kathy has applied for several federal grants, with faculty and administrators acting as project directors

Tracy Labadie: In her role as Dean of Business and Industrial Trades Tracy coordinates application for and manages the College's annual \$500,000+ Perkins grant. In her previous work Tracy has had other experience with Federal grants.

Kate Miller: In her role as Director of Career and Continuing Education Kate has coordinated the delivery of services paid for by grants. In her previous work she has also procured donations to fill gap funding needs of federal grant funded projects.

Nate Nielson: In his role as Financial Services Manager Nate has experience developing, managing and reporting grant budgets for grant projects. The group discussed the importance of charging the allowed grant overhead rate and involving Nate as soon as possible when developing a proposal budget.

Janet Nykaza: In her role as consultant Janet has a great deal of experience writing and coordinating federal and foundation grant proposals.

Tom Sutton: In his role as Director of Wind Academy and Technology Services Tom has served as Co-principal Investigator on a National Science Foundation grant led by Purdue University. Tom also has served as a grant reviewer and subject matter expert on competency based curriculum and competency based apprenticeships for federal grant making organizations.

### **Brainstorming Opportunities Discussion**

The group discussed the types of projects that might be considered for federal grants. The College will be guided by the Strategic Plan. The group also needs to think about the key components required for a federal grant. As an example the group will study a recent Department of Labor Strengthening Community College Training Grant RFP.

### **Meeting time and Next Steps**

The group will have a standing meeting the second Thursday of the month from 1-2 pm. The next meeting will be Oct. 8 at 1pm.

Before the next meeting people are asked to e-mail Kathy Johnson their ideas for potential grant projects to consider.