

**Purpose of Task Force:**

To identify and develop potential federal/state grant projects including key components so that KVCC is better prepared to submit federal, state, and local grant proposals in the future; to be more intentional about preparing for and ultimately applying for federal, state and local grants.

**Members in Attendance:** Rachel Bair, Karin Denman, Tim Farrow, Craig Jbara, Tracy Labadie, Kate Miller, Dan Mondoux, Janet Nykaza, Tom Sutton

**Members Absent:**

1. Review of July 15, 2021 Meeting Summary
  - a. Approved
2. Recent Grant Activity and Updates
  - a. Kresge Foundation CoPro 2.0
    - i. Objective is to enhance the KZO Promise Program at KVCC
    - ii. Waiting to hear outcome
  - b. Lumina Foundation
    - i. Focus: Adult learners in community college
    - ii. Application deadline is September 17
    - iii. Proposal development underway by Dan and Janet
  - c. \* Michigan Learning and Education Advancement Program (MiLEAP \$1.1M)
    - i. Meeting with HR to discuss grant positions to be posted
    - ii. Continuing interactions with the state LEO office to address potential process barriers such as completing the FAFSA and Selective Service information for programs that are not PELL or Perkins eligible.
    - iii. Working with the KZO Promise, Urban Alliance and NACD to create an appropriate participant intake process
    - iv. Financial structure is being finalized
    - v. Initial "All Partner" Meeting to be held on September 15
  - d. \* USDA AFRI (\$500K)
    - i. Director hired
    - ii. Planning and execution underway
  - e. Other
    - i. \* USDA Local Food Promotion Program #1 – timeline extension being requested
    - ii. USDA Local Food Promotion Program #2 – waiting to hear outcome (\$750K)
    - iii. Community College Workforce Program
      1. Under assessment by Craig, Kate
      2. Minimal information available, \$50K
    - iv. \* CCSTEF – cross-KVCC collaboration, 1 year reporting remaining
    - v. Bronson SNAP #2 – Grant being submitted ... KVCC is a sub-recipient

“\*” = Awarded

3. Fall Summit Presentation
  - a. Positive feedback received
  - b. General appreciation that a task force has been established
  - c. Suggestion to plan for future grant “update” sessions to the college
  - d. Task Force needs to close the loop with the KVM to determine if grants can be pursued
  
4. Centralized Repository
  - a. General agreement that a web page is the best option to hold background information, guidelines and forms related to grants
  - b. Janet developed a great baseline document that includes boilerplate information, information sources and related links
  - c. Suggestion to review other college grant sites as examples
  - d. Additional information to the baseline could include letters of support, directory of previous, partnerships, employer committees & consortiums, advisory boards, etc.
  
5. Discussed Action Items
  - a. Forward Summit presentation to the Task Force
  - b. Research other college grant sites
  - c. Schedule a task force update review at an upcoming Admin+ meeting
  - d. Engage Marketing and IT to initiate creation of a Grants Website
  - e. Follow-up to confirm KVM’s capability to pursue grants
  - f. Other?
  
6. Next Meeting
  - a. October 14, 2021 at 1pm (via Zoom or, possibly in-person)
    - i. Please forward agenda ideas to Tracy