

**BAY AREA COMMUNITY COLLEGE CONSORTIUM
STRONG WORKFORCE PROGRAM REGIONAL FUND
MASTER AGREEMENT LPC-16/17-1
BETWEEN
CABRILLO COMMUNITY COLLEGE DISTRICT
and
Chabot-Las Positas CCD on behalf of Las Positas College**

This Agreement is between Cabrillo Community College District, hereinafter referred to as “Fiscal Agent,” and Chabot-Las Positas CCD on behalf of Las Positas College, hereinafter referred to as “Subrecipient”. The Fiscal Agent and Subrecipient are also referred to collectively as “Parties” and individually as “Party.” This Agreement is based on the Strong Workforce Program-Regional Fund Agreement between the Fiscal Agent and the California Community Colleges Chancellor’s Office, i.e., Prime Sponsor, and is effective to cover activities beginning July 1, 2016 and ending December 31, 2018 supported by Strong Workforce Program Regional Fund allocations disbursed in 2016-2017.

WHEREAS, the Fiscal Agent has received funds for the Strong Workforce Program Regional Consortia allocation from the California Community Colleges Chancellor’s Office (hereinafter “Sponsor”), for the purpose of implementing the program entitled Strong Workforce Program established by Education Code Sections 88820-88826 (hereinafter “Program”).

WHEREAS, the Fiscal Agent has been designated as the Regional Fiscal Agent for the Program for the Bay Area Community College Consortium (hereinafter “BACCC”) and is responsible for dispensing, monitoring and auditing sub-grants developed with each community college district within the region once spending decisions have been authorized by the CTE Regional Consortium as stipulated in Strong Workforce legislation.

WHEREAS, Fiscal Agent, Cabrillo Community College District has the right to enter into agreements with outside entities for various services with the approval of its Board of Trustees; and

WHEREAS, the Consortium Member is a community college district, located within the boundaries of the regional consortium, and agrees to participate in the BACCC in accordance with the rules and procedures as approved by Sponsor and as stipulated in the Strong Workforce Program.

NOW, THEREFORE, the Parties agree as follows:

1. PERIOD OF PERFORMANCE

The period of performance for this Agreement shall be from July 1, 2016 through December 31, 2018 unless terminated earlier in accordance with this Subcontract or modified by mutual written agreement.

2. CERTIFIED PROJECT PROPOSALS

Subrecipient shall perform the Scopes of Work detailed using individually certified Project Proposals contained in attached Exhibits. Certified Project Proposals are those proposals submitted on the on-line Regional Strong Workforce Program platform and certified by the Subrecipient as meeting the intention and requirements of the Strong Workforce Program legislation. Such certified Project Proposals shall fully detail the scopes of work between Parties. As needed, the Project Proposals can be amended and modified based on written approval by the Parties. By signing this Master Agreement, the Fiscal Agent and Subrecipient agree that the Certified Project Proposals will be binding under this Master Agreement without further action by the Parties.

Subrecipient agrees to make the investments and to conduct the work as described in the Certified Project Proposal documents submitted by Subrecipient and attached hereto as Exhibits and incorporated by reference in this Agreement. Subrecipient agrees that funds will be used for the purpose of meeting the following goals established through the BACCC Regional Collaborative Planning Process:

- Goal A: Meet the needs of employers for well-qualified candidates for middle-skill positions that pay livable wages
- Goal B: Provide pathways that enable all Bay area residents to find employment and advance to livable wages
- Goal C: Ensure equity in participation, completion, and employment

3. COLLABORATION

Where proposals involve multiple colleges, all Parties agree to work collaboratively with all other colleges specifically referenced in the Project Proposals in order to complete the Scope of Work.

4. TOTAL COSTS

The total cost for performance of this Agreement is set forth in Exhibit B where funding amounts for each Project are listed.

5. BUDGET

Subrecipient agrees that expenditure of funds under the Agreement will be in accordance with the project budgets submitted by the Subrecipient and shown in Exhibit B, which by reference are incorporated into this Agreement.

Funds are to be utilized by the Subrecipient in accordance with the terms and conditions of both this Master Agreement and guidance on the allowable use of funds from the California Community Colleges Chancellor's Office ([Strong Workforce Program Guidance Memos](#)).

If there is a reduction in funding by the Chancellor's Office, the Fiscal Agent reserves the right

to require adjustment to the scope of work and funding of the Agreements accordingly, up to and including the end of all activities under this Agreement.

Subrecipient understands that all funds must be fully expended by December 31, 2018. Subrecipient agrees to work with Fiscal Agent to accomplish Project revisions, transfers, and reallocations in a timely way to ensure all funds are fully spent or released and reallocated to another college that can fully spend the funds.

6. BUDGET MANAGEMENT

The Subrecipient will manage its budgets so that there is a clear distinction between Local Strong Workforce funds and Regional Strong Workforce Funds (which are the subject of this Agreement), and a clear distinction between the fiscal year of the allocation (e.g., that the allocation for 2016-2017 is distinct from any allocation for 2017-2018). Since the term for the use of the funds is more than one year there will be concurrent use of separate allocations. In such cases, it is advised that the Subrecipient assign separate project numbers to each year's allocation, or in some other manner make a clear distinction between the separate allocations.

7. PAYMENT

The Fiscal Agent shall make payments to the Subrecipient up to the amount listed in Exhibit B, Strong Workforce Approved Programs Summary.

Fifty percent (50%) of the total cost will be issued as an advance payment to Subrecipient. Fully executed Agreements submitted along with required insurance certificates by May 15, 2017 will be paid by June 30, 2017. Agreements submitted after that date will be paid by the end of July 2017 or within forty-five days of Fiscal Agent's receipt of the fully executed Agreement and insurance certificates, whichever date is later. Thereafter, the Fiscal Agent shall reimburse Subrecipient for the cost of the work performed through an invoicing process, up to but not exceeding the amount listed in Exhibit B, Strong Workforce Approved Programs Summary.

8. INVOICES

Invoices shall be submitted on a form provided by Fiscal Agent and must be supported by financial detail reports that itemize costs by Project. Invoices shall be submitted no more frequently than quarterly and no less frequently than after the close of each fiscal year. Invoices may be submitted at other times to accommodate large capital expenditures. Fiscal Agent may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Payment of the final 10% of the contract is contingent upon completion of the Scope of Work as stated in the Exhibits, upon receipt of a final invoice requesting payment, and upon Fiscal Agent's approval of a final report. Invoices should be submitted electronically to Fiscal Agent contact named in Exhibit A. A final invoice for all performance under this Agreement is due no later than January 15, 2019.

9. REPORTING

Subrecipient agrees to provide qualitative and quantitative progress reports and a final report

according to the schedule provided by and as required by the California Community College Chancellor’s Office and the Bay Area Community College Consortium. Fiscal reports detailing fiscal activity during each fiscal year of the performance periods will also be submitted. Reports will be submitted to the Fiscal Agent in a timely manner according to the schedule below. Subrecipient will be provided with thirty days notice of any changes to the the reporting schedule

Reporting Schedule

Performance Period	Progress Report Due	Fiscal Year End Report Due
July 1, 2016 to June 30, 2017	July 31, 2017	July 31, 2017
July 1, 2017 to September 30, 2017	October 31, 2017	
October 1 to December 31, 2017	January 31, 2018	
January 1 to March 31, 2018	April 30, 2018	
April 1 to June 30, 2018	July 31, 2018	July 31, 2018
July 1 to September 30, 2018	October 31, 2018	
October 1 to December 31, 2018	Include in final report	January 31, 2019

A final report covering the entire performance period of the Agreement, including all supporting documentation, is due January 31, 2019.

10. MODIFICATIONS

When Subrecipient wishes to substantively change the outcomes of a project, timeline, or the investments being made, Subrecipient should consult with Fiscal Agent to determine if the Project Proposal requires formal modification and approval by the Fiscal Agent.

Modifications to Project Budgets

Modifications to the budgets, as detailed in the Certified Project Proposals, are allowed without prior approval, as long as all budget items comply with the Strong Workforce Program requirements and authorized uses of funds, and the outcomes of the Projects will not be materially affected.

Transfer of Funds Between Certified Projects

For projects that are fully contained within a college and have no other participating colleges, funds may be transferred from one project to another at the discretion of the Subrecipient as long as the intended outcomes of the projects are not substantively changed. Certified Project Proposal budgets should be updated in the online system and Exhibit B Strong Workforce Approved Program Summary and/or through the reporting system to reflect these reallocations. Further direction will be provided on how to report these changes to the Subrecipient’s Primary Contact as identified in Exhibit A.

Transfers of Funds Impacting Regional Joint Ventures

Budget transfers away from Projects that include budget commitments from multiple colleges (Regional Joint Ventures) require consultation with other colleges participating in the Joint

Venture to ensure the transfer does not jeopardize the outcomes of the other colleges. Transfers of Regional Joint Venture Funds require specific written approval from the Fiscal Agent. The following process should be followed in these circumstances:

- A. The Subrecipient Primary Contact notifies the Fiscal Agent and the Project Lead for the Regional Joint Venture Project of the desired changes.
- B. Subrecipient notifies the other colleges involved in the Regional Joint Venture Project and secures agreement to the change(s) from the other colleges and/or the Project Lead.
- C. The Fiscal Agent will conduct a technical review of the requested changes to ensure compliance with the grant terms and conditions. The Subrecipient updates and certifies the Project Proposal. Exhibit B is modified to reflect the changes and the modified Project is attached to the Agreement.

New Projects

New Projects, made possible through the reallocation of funds, should be entered into the online system and certified by the Subrecipient as meeting the intention and requirements of the Strong Workforce Program legislation. Subrecipient should notify Fiscal Agent the Project is available for review. After review and approval, the Certified Project Proposal will be added to Exhibit B Strong Workforce Approved Programs Summary, and the Certified Project Proposal will be included as an Exhibit.

Whenever a Project Proposal is substantively changed or a new Proposal is submitted, the Subrecipient and Fiscal Agent will sign or approve via electronic means the amended Exhibit B, which will replace the prior Exhibit B and become part of the active Master Agreement once executed.

11. TIME EXTENSIONS

Subrecipient must spend all of the funds allocated through this Master Agreement within the timeframe of the Agreement.

12. CONTACTS

All invoices, supporting documentation, progress reports, and requests for modifications from the Subrecipient will be submitted on-line or via email to the Fiscal Agent Strong Workforce Program Project Manager.

Contact information for these Fiscal Agent and Subrecipient roles is to be provided in Exhibit A, Contacts.

Both Parties agree to notify the other, in writing, within 30 days of changes to project contacts.

13. SHARED USE OF EQUIPMENT or RESOURCES

In the event that Subrecipient uses funds to secure equipment or other resources to be used in

common or for shared use with other colleges, a separate agreement may be needed between or among them to outline the terms and conditions of that use. The Subrecipient should notify the Fiscal Agent of the intent for shared use of equipment and resources, and the Fiscal Agent will clarify the requirements with the Chancellor's Office, and provide guidance to the Subrecipient regarding development of a shared use agreement.

14. INTELLECTUAL PROPERTY

Any work product resulting from this Agreement falls under the California Community Colleges, Chancellor's Office Creative Commons Attribution license which gives permission to the public to reproduce, distribute, perform, display or adapt the licensed materials for any purpose, so long as the user gives attribution to the author.

15. SUBCONTRACTS

The Subrecipient agrees to be as fully responsible to the Fiscal Agent for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the Subrecipient. The Subrecipient's obligation to pay its subcontractors is independent from the obligation of the Fiscal Agent to make payments to the Subrecipient. As a result, the Fiscal Agent shall have no obligation to pay or enforce the payment of any monies to any subcontractor.

16. RECORDS AND AUDITS

- A. The Subrecipient must maintain records regarding the use of Program funds and progress made toward objectives and/or performance under the applicable Agreement.
- B. The Subrecipient must maintain a list of the type, cost, and location of the equipment purchased with Strong Workforce Program funds.
- C. The Subrecipient agrees that the Fiscal Agent, the Chancellor's Office, the Bureau of State Audits, and any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. The Subrecipient agrees to maintain such records for possible audit for a minimum of three (3) years after the final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated. The Subrecipient agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Subrecipient agrees to include a similar right of the Fiscal Agent, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement or any Participation Agreement.
 - a. If any audit or other actions involving the records has been started before the expiration of this period, the records must be retained until the completion of the

action and resolution of all issues which arise from it or until the end of the three (3) year period, whichever is later.

- b. All records must be retained throughout the project. The three (3) year period of retention starts on the last day of the performance period stipulated in 2. Period Of Performance.

17. NOTICES

A Party to this Agreement may give notice to the other Party by sending an email and receiving acknowledgement of its receipt or through certified mail to the addresses specified below. Such notice shall be effective when received. Each Party has the responsibility of keeping notice contact information accurate and current. Contact information is specified in Exhibit A, Contacts.

18. TERMINATION

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

The obligations of Fiscal Agent under this Agreement are contingent upon the availability of State funds, as applicable, for the reimbursement of expenditures to the Subrecipient. In the event that such funding is terminated or reduced, Fiscal Agent shall provide the Subrecipient with written notification of such determination and Fiscal Agent shall reimburse the Subrecipient for costs incurred up to the termination date. If Subrecipient has not fully spent funds advanced by the Fiscal Agent, Subrecipient agrees to return to Fiscal Agent funds unspent as of the termination date. Notice shall be deemed served on the date of receipt by the Subrecipient; with receipt determined by certified mail delivery confirmation. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

19. DISPUTES

In the event of a dispute between the Parties, the aggrieved Party shall notify the other Party and provide a detailed description of the alleged problem. The Parties agree to use reasonable efforts to resolve such dispute by good faith negotiations and mutual agreement. In the event such informal resolution is not successful within a reasonable period of time, the Parties hereby agree that such dispute will be resolved in the manner specified below.

Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by the Fiscal Agent and/or the Prime Sponsor. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to the Subrecipient. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, the Fiscal Agent receives from

Subrecipient a written request to appeal said decision. Pending final decision of the appeal, Subrecipient shall act in accordance with the written decision of the Fiscal Agent or the Prime Sponsor, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the Prime Sponsor, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

20. INDEMNIFICATION

All Parties to this Agreement shall agree to defend, indemnify, and hold harmless the other Parties, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying Parties, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or willful misconduct of the Parties or any of its agents or employees.

21. INSURANCE

Acceptance of this agreement constitutes that Subrecipient is not covered under Fiscal Agent's general liability insurance and that Subrecipient agrees, during the term of this Agreement, to maintain, at the Subrecipient's sole expense, all necessary insurance for its officers, agents, and employees, including but not limited to worker's compensation (if required by law), liability, disability, and unemployment insurance. Certificates of insurance shall be provided to Fiscal Agent. Specifically, during the term of this agreement, Subrecipient shall maintain in full force and effect the kinds of insurance, containing the limits of liability set forth below:

- A. Workers' Compensation – Subrecipient shall comply with the workers' compensation law of the state wherein the services are to be rendered. Such policy shall provide coverage for all persons engaged in the activities described in this agreement under the employ, supervision or control of Subrecipient.
- B. General Liability - The policy shall contain a combined single limit of liability of not less than \$2,000,000 per occurrence and not less than \$5,000,000 in the aggregate.
- C. Automobile Liability - If automotive vehicles are operated by Subrecipient in Subrecipients performance of Subrecipient's obligations under this agreement, Subrecipient shall maintain an automobile liability policy which shall include coverage on all owned, non-owned and hired vehicles and shall have a minimum limit of liability of not less than \$1,000,000 per occurrence.

Coverage shall be placed with an insurer having a Best's Key Rating of "A-" or better. Subrecipient shall furnish Fiscal Agent with Certificates of Insurance evidencing such coverage. Such Certificate shall name Fiscal Agent as additional insureds, and provide that it can be cancelled only with thirty (30) days prior written notice to Fiscal Agent. If any of the foregoing

coverages expire, change, or are canceled, Subrecipient shall notify Fiscal Agent within thirty (30) days prior to the effective date of such expiration, change or cancellation.

The following sentence shall be included in the additional insured endorsements:

“Cabrillo Community College District, its Governing Board, as individuals and as an entity, its officers, directors, employees, and volunteers, are hereby named as additional insured, with respect to all work performed by or on behalf of the named insured under its contract with the Certificate Holder.”

22. INDEPENDENT CONTRACTOR

The Subrecipient, in the performance of this Agreement, shall be and act as independent contractors and not as employees of Fiscal Agent. The Subrecipient understands and agrees that it and all of its employees shall not be considered officers, employees or agents of the Fiscal Agent, and are not entitled to benefits of any kind or nature normally provided to employees of the Fiscal Agent and/or to which Fiscal Agent’s employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers’ Compensation. The Subrecipient assumes full responsibility for its acts and/or liabilities including those of its employees or agents as they relate to the services provided under this Agreement. The Subrecipients shall assume full responsibility for withholding and payment of all: federal, state, local and applicable income taxes; workers’ compensation; contributions, including but not limited to, unemployment insurance and social security with respect to the Subrecipient’s employees. The Fiscal Agent will not withhold taxes, unemployment insurance or social security for the Subrecipient’s employees or independent subcontractors. The Subrecipient agrees to indemnify and hold the Fiscal Agent harmless from and against any and all liability arising from any failure of the Subrecipient to withhold or pay any applicable tax, unemployment insurance or social security when due.

23. ASSURANCES

By signing this Agreement the Parties certify they will comply with the terms and conditions outlined in the Strong Workforce Program established by Education Code Sections 88820-88826, and with the guidance documents provided by the California Community College Chancellor’s Office as posted on the Guidance section of the Strong Workforce Program website: <http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>

By signing this Agreement the Subrecipient certifies that it complies with state and federal requirements for Standards of Conduct, Workers’ Compensation Insurance, Participation in Grant-Funded Activities, Non-Discrimination, Accessibility for Persons with Disabilities, Drug-Free Workplace Certification, Intellectual Property, and Debarment and Suspension, and will adhere to these legal standards and requirements in the performance of work related to this Agreement.

24. UNENFORCEABLE PROVISION

In the event that any provision of this Agreement is unenforceable or held to be

unenforceable, then the Parties agree that all other provisions of this Agreement remain in full force and effect and shall not be affected thereby.

25. WAIVER

Any waiver by Fiscal Agent of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term. Failure on the part of Fiscal Agent to require full, exact, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms of this Agreement, or stopping Fiscal Agent from enforcing the terms of this Agreement.

26. SEVERABILITY

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect without being impaired or invalidated in any way.

27. AGREEMENT IS COMPLETE

No amendment, alteration or variation of the terms of this Agreement shall be valid unless made in writing, signed by the Parties, and approved as required. No oral understanding or agreement not incorporated in this Agreement is binding on any of the Parties.

30. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Master Agreement between the Cabrillo Community College District and Chabot-Las Positas CCD on behalf of Las Positas College, and are binding upon the Parties without any further action by the Parties.

IN WITNESS WHEREOF, all Parties agree.

FISCAL AGENT
Cabrillo Community College District
Michael Robins
Director, Purchasing, Contracts & Risk
Management

SUBRECIPIENT
Chabot-Las Positas CCD
Lorenzo Legaspi
Vice Chancellor, Business Services

(signature)

(signature)

(date)

(date)

BACCC Strong Workforce Program Agreement: Exhibit A - Contacts

Las Positas College

Master Agreement: LPC-16/17-1

Primary SWP Contact

Vicki Shipman

Person with primary responsibility for managing the SWP portfolio of investments at the college. Generally a CTE administrator.

CTE Project Manager
 vshipman@laspositascollege.edu
 925-424-1355
 Las Positas College
 3000 Campus Hill Drive
 Livermore, CA 94551

Authorized Signer

Lorenzo Legaspi

Person authorized to sign contracts on behalf of the college.

Vice Chancellor, Business Services
 llegaspi@clpccd.org
 925-485-5203
 Chabot-Las Positas CCD
 7600 Dublin Blvd. 3rd Floor
 Dublin, CA 94568

Fiscal Contact

Lorenzo Legaspi

Person responsible for submitting or reviewing the financial reports to ensure they are backed up in General Ledger system. Usually from the college or district's business office.

Vice Chancellor, Business Services
 llegaspi@clpccd.org
 925-485-5203
 Chabot-Las Positas CCD
 7600 Dublin Blvd. 3rd Floor
 Dublin, CA 94568

Reporting Contact

Vicki Shipman

Person responsible for submitting progress reports. May be the same as the Primary SWP Contact.

CTE Project Manager
 vshipman@laspositascollege.edu
 925-424-1355
 Las Positas College
 3000 Campus Hill Drive
 Livermore, CA 94551

BACCC/Cabrillo CCD

Strong Workforce Program Project Manager

Kate Raymundo

kate@baccc.net
 831-477-3246

BACCC Chair

Rock Pfothhauer

rock@baccc.net
 831-479-6482

BACCC Website

Mailing Address

baccc.net

BACCC c/o Cabrillo College

baccc.net/swp-contracts

6500 Soquel Drive
 Aptos, CA 95003

BACCC Strong Workforce Program Approved Allocations: Exhibit B			Total Cost	\$345,025											
Master Agreement #			LPC-16/17-1												
Between Cabrillo CCD, Fiscal Agent for BACCC and			Chabot-Las Positas Community College District												
on behalf of			Las Positas College												
District Summary View			Total Budget All Sources	Funds by Source					Contract Preferences						
				Direct Allocation	Regional \$1M RJV Grant	Funds Redirected TO Another College		Funds Redirected FROM Other Colleges	One contract for each college plus one for district level projects if there are any.						
	Number of Certified Proposals		7												
Total Budget for District			345,025	345,025											
TOTALS FOR BUDGETED INSTITUTIONS			Breakdown of Budget by Source												
Budgeted Institution (College, District Project) Summary View			Budgets from Certified Proposals	Total Budget All Sources	Direct Allocation	Regional \$1M RJV Grant	Funds Redirected TO Another College		Funds Redirected FROM Other Colleges						
	Las Positas College		345,025	345,025	345,025										
	Total		345,025	345,025	345,025										
Proposed Programs View			Breakdown of Budget by Source											Lead Colleges	
Budgeted Institution	Program Title	Status	Total Budget All Sources	Direct Allocation	Regional \$1M RJV Grant	Funds Redirected TO Another College	College to Receive Redirected Funds in Support of RJV	Funds Redirected FROM Other Colleges	Lead College	Project Lead	Email	Phone			
Las Positas College	ADV MFG: Advanced Welding Technologies (COMPLETE)	Certified	6,524	6,524					Laney College	Mark Martin	markmartin@peralta.edu	650.248.7728			
Las Positas College	Bay Area Public Safety	Certified	74,974	74,974					Los Medanos College	Natalie Hannum	Nhannum@losmedanos.edu	9254737403			
Las Positas College	Career Pathway Collaboration/Development - Adult Education	Certified	96,700	96,700					Contra Costa CCD	Randal Tillery	rtillery@4cd.edu	2095053965			
Las Positas College	Cyber Security Pathways - Cyberpatriots Program Promotion	Certified	39,000	39,000					Diablo Valley College	Richard Grotegut	rgrotegut@gmail.com	9253548785			
Las Positas College	Diversity in Tech: ICT Pathways	Certified	17,600	17,600					Foothill College	Dawn Girardelli	girardellidawn@fhda.edu	408-745-8020			
Las Positas College	K-14 Pathways Regional Project	Certified	85,318	85,318					Contra Costa CCD	Janine Kaiser	kaiser@compasspolicy.com	510-542-9138			
Las Positas College	Makerspace/FabLab Regional Collaboration	Certified	24,909	24,909					Laney College	Peter Crabtree	pcrabtree@peralta.edu	510-464-3218			
Signatures															
BACCC Review															
_____			_____												
Rock Pfothenauer, BACCC Chair			(date)												
By signing below, the Parties agree to the terms and conditions set forth in the Master Agreement between the Cabrillo Community College District and Chabot-Las Positas Community College District, and are binding upon the Parties without any further action by the Parties.															
Cabrillo Community College District			Chabot-Las Positas Community College District												
Michael Robins			Lorenzo Legaspi												
Director, Purchasing, Contracts & Risk Management			Vice Chancellor, Business Services												
_____			_____												
(signature)			(signature)												
_____			_____												
(date)			(date)												

ADV MFG: Advanced Welding Technologies (COMPLETE)

Link to full proposal text: [ADV MFG: Advanced Welding Technologies \(COMPLETE\)](#)

Budget: \$6,524

Sector Served: Advanced Manufacturing

Lead College: Laney College

Description

Create a regional marketplace to do professional development in 2 areas related to welding:

1) Advanced welding technologies used in industry, such as:

- Welding automation / robotics
- Laser welding
- Laser / plasma cutting

2) Advanced technologies that might be used in the classroom to help train students

- Virtual trainers
- Augmented reality trainers
- Online training
- Etc.

Investments

The first year we will concentrate on professional development and education. We will work with industry to run workshops and demonstrations of the latest welding technology. This will include training technology that can be used in the classroom to teach welding (e.g., virtual and augmented reality).

Workplan Risks

Lack of participation by faculty due to overloaded schedule.

Bay Area Public Safety

Link to full proposal text: [Bay Area Public Safety](#)

Budget: \$74,974

Sector Served: Public Safety

Lead College: Los Medanos College

Description

1. Increase testing capacity for EMT and Paramedic Students.

Problem: Too few testing sites is causing a backlog, thus students are having to wait a long time to test (up to three months for paramedic) or travel long distances (we have heard that some students have traveled to San Diego for a testing slot.)

2. Increase capacity around new testing standards for fire fighter-1.

Problem: New testing standards now require addition instructor training as well as equipment to cover the battery of exams. Most colleges that have FF-1 academies need PD funds or equipment funds to provide the new testing.

3. Scale model K-14 pathways specific to law enforcement/DOJ clearance careers (law enforcement officers, probation officers, corrections officers, district attorneys, etc.).

Problem: On-boarding students to law enforcement careers is becoming more challenging as more and more applicants do not meet background criteria. There are model pathways for LE careers that could be scaled.

4. Explore new and emerging for Law, Fire and EMS.

Problem: Some colleges are exploring/developing a Homeland Security degree/program, but need support around “new and emerging” industries. Part of the SWOT would be gathering information to support the direction of these programs such as model curriculum. Additionally, model curriculum needs to be updated to reflect changing technologies and philosophies in Public Safety curricula.

Investments

The Bay region has 27 of the 28 colleges with public safety programs, nearly 60,000 enrollments, annual average of FTES of 8,750 (2013-2016), and over 40,000 middle skill jobs. The participants in this proposal have identified many opportunities for strengthening the programs and improving outcomes by working together. The staff position budgeted in this plan would provide the leadership and staff support required to unlock this potential. Alignment of curriculum and a coordinated marketing campaign will increase enrollments with students who can pass the background checks and improve retention within the program and in the job. Regional engagement with the public safety agencies will result in increased placements of graduates.

Workplan Risks

Lack of dedicated coordination and colleges buying into the value of regional investments.

Career Pathway Collaboration/Development - Adult Education

Link to full proposal text: [Career Pathway Collaboration/Development - Adult Education](#)

Budget: \$96,700

Sector Served: All Sectors

Lead College: Contra Costa CCD

Description

Implement a regional Adult Education Career Pathway collaborative to focus on 1. PD related to best practices in transitional AE/CC CTE pathways; and 2. Identify 1-2 pathways (year 1) that we would like to develop regionally rather than doing so separately and in silos. 3) Identify common and best practices to increase integration of employer engagement and processes for strengthening WBL in AE/CC bridge programs

Investments

1. Professional Development/Technical Assistance on best practices for integrated and accelerated transition of K12 Adult students into high growth/high wage programs of study in community colleges
2. Identification and implementation of a regional community of practice to create 1-2 regional integrated AE/CC pathway programs to accelerate K12 AE to CC enrollment and that increase non-credit and credit enrollment in college CTE programs region-wide
3. Implementation of a regional career pathway collaborative and community of practice that will continue yearly and that aligns WIOA, Strong Workforce, SSSP and other relevant funding linked to the above goals of moving more low income adults into Career Pathways through accelerated bridge programs.

Workplan Risks

1. Colleges/Districts do not align SWP and AEBG funding resources to dedicate appropriate staff time and effort to to support aggressive planning implementation,
2. Local partners focus only on maintaining what exists rather than re-designing and re-deploying curriculum and support services in ways that accelerate student progress and completion,
3. Colleges and AE partners cannot find additional faculty to support new integrated pathways that increase overall CTE non credit and for credit enrollment

Cyber Security Pathways - Cyberpatriots Program Promotion

Link to full proposal text: [Cyber Security Pathways - Cyberpatriots Program Promotion](#)

Budget: \$39,000

Sector Served: Information & Communication Technologies (ICT)/Digital Media

Lead College: Diablo Valley College

Description

Proposal to encourage, fund, and facilitate adoption of the Cyberpatriots program to enhance IT and Cybersecurity K-12 pathways.

Build Bay Region-wide participation in the K-12 Cyberpatriot program to develop IT and Cyber Security pathways. Outreach will include including hosting Cyberpatriot camps and competition rounds, engaging, encouraging, and supporting local K-12 teachers as Cyberpatriot Coaches, connecting with local cyber security industry, and developing articulation for college credit.

Investments

The Colleges will invest in a regular calendar of events throughout the year starting with the Summer CyberPatriots Cyber Camps hosted at each of the partner colleges. Support for middle and high school Cyberpatriot Teams competing in the 2017/18 national competition, will continue into the 2017/18 school years at the local schools within each member college's service area.

This effort will broaden the Academic workforce pathway through state approved occupational degrees and certificates in each college's IT/Cybersecurity programs. It further extends the non academic workforce pathway for Cybersecurity through team competition at the local, regional, state and national levels which provides visibility to recruiters for the IT and security workforce.

Workplan Risks

Failure to gain faculty support in developing curriculum which aligns with the regional proposal or a lack of investment in promotion and marketing of these enhancements could possibly cause a regional partnership to either not get started or enrollment to falter.

Diversity in Tech: ICT Pathways

Link to full proposal text: [Diversity in Tech: ICT Pathways](#)

Budget: \$17,600

Sector Served: Information & Communication Technologies (ICT)/Digital Media

Lead College: Foothill College

Description

The explosive growth of the tech industry in the Bay Area created high-paying job opportunities. But for many local young adults, this career path can seem inaccessible if they don't know how to navigate higher education or can't take 4 years out from the workforce to pursue a degree.

To create a more affordable and equitable pathway for Bay Area residents to enter fulfilling and high-paying tech related jobs, and close the divide between students eager for the opportunity to enter technology careers and employers seeking to hire skilled workers. The Diversity in Tech proposal will create an ICT pathway for diverse students from high schools and community partners, through community colleges, and into jobs, university and careers, offering a combination of skills, classroom education, and on-the-job experience in high-demand tech industries.

Students will work towards milestones in coursework, capped by industry-recognized certifications, associate degrees, and bachelor degrees.

To support this goal, Foothill College has accepted the leadership and administrative role. College staff, with the help of the BACCC network of participating CTE main contacts and ICT faculty, the Bay Region Deputy Sector Navigator for IT and CS, the coordination of the Marcus Foster Education Institute, and using the non-profit highly successful YearUp! program as the initial pilot model, hope to begin the first-year pilot by focusing on the following:

1. Engagement with community partners Non-Profits and Community Based Organizations (CBOs) starting with YearUp! who have a relationship and history with diverse and under-presented populations.
2. Organize and align Community College IT/Cybersecurity and CS offerings, using the IT Model Curriculum and the CS Transfer Model Curriculum as a base, at each of the participating college.
3. Development of a regional ICT Business and Industry Leadership Team (BILT), currently know as Advisory Council/Committee, serving each participating college's IT and CS programs. Leverage the work done with the Slingshot grants to the East Bay to promote expanded sector partnerships that will eventually include hundreds of employers in ICT. Connect with a similar effort in the South Bay / Silicon Valley sub-region.

Investments

Working with our lead Community Based Organization YearUp! to develop best practices for closing the opportunity divide by providing urban young adults with the skills, experience, and support that will empower them to enter into a college tech pathway in IT/Cybersecurity or DevOps.

Develop a regional ICT Business and Industry Leadership Team (BILT) for each of the pathways to help us confirm and deliver the relevant knowledge, skill, and abilities required.

Organize and align partnering community college's IT/Cybersecurity and CS/Software Development offerings, using the IT Model Curriculum and the CS Transfer Model Curriculum as a base.

Workplan Risks

1. Participating colleges do not allocate sufficient staff time for convening and participation in the effort
2. Participating colleges are unwilling to do the necessary internal re-design and reallocation of resources to scale effective pathways development beyond "boutique" courses.
3. We do not allocate sufficient SWP regional funding for a focused sustained effort
4. The State/Federal funding situation crashes and dramatically changes local system capacity

K-14 Pathways Regional Project

Link to full proposal text: [K-14 Pathways Regional Project](#)

Budget: \$85,318

Sector Served: All Sectors

Lead College: Contra Costa CCD

Description

In the Bay Area, there are over 346,000 high school students who are potential “customers” for the Community Colleges. Through supporting the creation and sustainability of K14 Pathways, Colleges have the opportunity to increase FTES by building the enrollment pipeline and early college credit opportunities for students. Robust K14 Pathways help K12 students better understand their options for postsecondary education and careers, and support better preparation for and persistence in college programs.

This regional project emphasizes building up backbone supports for K14 Pathways, with the goal of increasing capacity within colleges to develop robust pathways, and increasing consistency in practice across colleges. Regional coordination is a critical element of this proposal.

The four elements of this proposal are:

Developing & Mapping Career Pathways; Increasing Early College Credit; Early Intervention/Awareness of Pathways; and, Expanding Work-Based Learning

Investments

There are four elements of this proposal:

1) Developing & Mapping Career Pathways; 2) Increasing Early College Credit; 3) Expanding Early Interventions & Awareness of Pathways; and, 4) Documenting and Systematizing Work-Based Learning.

Investments in this proposal focus on building up capacity for cross-college coordination in these four areas (including funds for project management and administrative support) and funds to host shared professional development sessions. Colleges involved in this proposal are also investing in local capacity, release time or other resources, to enable more profound development of career pathways locally and strong engagement with cross-college efforts.

Workplan Risks

This project is a complex initiative with various components, and there is a risk that due to time and capacity constraints we will be unable to achieve all of the goals delineated.

Makerspace/FabLab Regional Collaboration

Link to full proposal text: [Makerspace/FabLab Regional Collaboration](#)

Budget: \$24,909

Sector Served: Advanced Manufacturing; Energy, Construction & Utilities; Information & Communication Technologies (ICT)/Digital Media; Small Business

Lead College: Laney College

Description

Proposal to develop a business plan for a maker's space. The plan will yield financials, an operational study, equipment/tool/facility needs, plans for community engagement, methods for integrating into curriculum, and opportunities to braid funding sources.

Investments

The investments in developing Makerspace and FabLab on our individual campuses will result in greater opportunities for our students to get exposed to state of the art industry tools and hands on, individual and passion driven projects. These spaces will serve as incubators, attract new students and introduce existing students to CTE opportunities.

Workplan Risks

The success of this project is highly dependent upon the administration of the work, as well as access to resources and accessibility to networks and industry. We are certain that we have a strong foundation established to launch collaboration at a regional level. We highly encourage attention to timelines, prompt communication, and collaboration.