



To: DAS Board

From Elizabeth Pratt

May 7, 2014

April- May Updates

I have outlined the monthly activities into four categories reflecting the areas of DAS: Contracts/Program Income, Earned Income, Grants and Donations. I have also listed operational activities attended to during April and early May.

1. Contracts and Program Income

- Contract with SRJC for \$15,750 for providing agripreneur training to small farmer/ranchers June-August 2014
- Three contracts from county Workforce. Two contracts to reimburse eligible WIA students going to BOT tomorrow.
- WIB Rx contract to NVC SBDC \$18,700.
- Program Revenue \$10,515 in program revenue for workforce and SBDC training 1/1/14 through 3/31/14.
- \$2,400 in silent auction revenue from Hospitality Symposium

Bookstore:

Met to discuss MOU to BOT for DAS to manage Bookstore

2. Earned Income:

Vending/Food:

- Met with "Canteen" representative, Trey Dumia, regarding vending machines and temporary options for upgrading and moving machines. Trey will provide us with possible options.
- Advertisement and revised contract mailed to Food Vendors approved by county in anticipation of summer classes
- Contacted Subway Franchise to seek options for cafeteria

Facilities:

- Marie Bianco is working with Garden Club. Green house is up and running. There will be a plant sale tomorrow on the commons.

3. Grants

April and May are notoriously a busy month for grant activities.

Submitted:

- 2014 Napa-Sonoma Small Business Development Center grant was approved at the BOT \$194,456 to increase to \$216,824
- Funding for the CP Trust grants will be announced in mid to late May. I have been working with both consortiums and funding for the 3-4 year grant looks promising.
 - NCCPA \$222,504 for 2014-15 with 9.5% indirect
 - VCUCD \$167,32 for 2014-15 with 9.5% indirect

Current:

- We submitted a renewal for the 2014-15 Deputy Sector Navigator- Small Business on May 4th for \$200,000.
- Perkins Title I-C and CTE Transitions will be completed by May 14th
 - 2014-15 Perkins VTEA \$158,224
 - 2014-15 CTE Transitions \$43,269

Under Review:

- Statewide Accountability Launch board Technical Assistance from CO \$700,000 due June 5th.
- EWD Contract Ed TAP Provider from CO \$212,000 due June 5th.
- USDA Farmer Rancher Technical Assistance \$200,000 due June 14th possible partner with Farm Bureau and SRJC.
- DOL TAACCCT regional grant possible application with North Bay community colleges

4. Donations:

- Need IRS 50c 3 certification letter to accept donations
- In the future we will have updates on Student Club Fundraising
- Lissa Gibbs, Glenna and I are working on migrating the programs support funds of \$195,000

5. Operations/Personnel:

- Worked closely with the Dean HR on EWD & DAS Dean position, possibly going to the BOT in June or July. I'm now getting a stipend for DAS work.
- Further discussion on part-time Accountant or Bookkeeper Laura, and with Glenna and Lissa.

- Lissa and I met to organize program support budgets and review grant opportunities
- Resource Working group met to review mini-grant applications
- Draft revenue table 2014-15 DAS revenue streams.
- Development of timeline for DAS launch.
- Personal Note: My Transformational Change Project for the my doctorate was approved- it's on Launching a DAS in a Community College.