



Access 360 Grant Terms & Information

Funding Source	State funds
Grant Purpose	To support costs associated with participating in Access 360.
Statement of Work	<p>The college will:</p> <ul style="list-style-type: none">• Send <i>at least</i> four team/workgroup members to two 2-day convening events - one in Fall and one in Winter or Spring. If four team/workgroup members cannot attend, a proxy must be assigned.• Hold monthly meetings throughout the 2017-18 school year. Monthly meetings may be existing team/workgroups standing meetings as this grant can complement the work you've already started or are in the process of starting on your campus. SBCTC staff should be invited to attend at least two of the monthly meetings.• Use the GOALS Benchmark and Planning Tool to conduct an institutional self-study and track progress made towards policy implementation.• Ensure any materials created and distributed for the purpose of Access 360 are openly licensed and formatted for accessibility.
Deliverables	<p>The college will produce the following deliverables:</p> <ol style="list-style-type: none">1. Submit initial GOALS self-study results by Oct 13, 2017. <i>SBCTC will only use this information to inform our practices, not to evaluate colleges. We will share/openly discuss trends in the data, but specific colleges will not be identified.</i>2. Submit an annual work plan based on the initial GOALS self-study. Due to SBCTC no later than November, 30, 2017.3. Submit an end of year reflection and/or 2018-19 work plan based on a follow up GOALS report on progress made. Due to SBCTC no later than June 10, 2018.4. Share copies of the final results of the self-study. Due to SBCTC no later than June 10, 2018. <i>SBCTC will only use this information to inform our practices, not to evaluate colleges. We will share/openly discuss trends in the data, but specific colleges will not be identified.</i>



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Invoicing

Funds for this grant must be claimed on a reimbursement basis. Submit reimbursement requests at least quarterly but not more than monthly using the Online Budget and Invoicing System ([OBIS](#)).

For expenses in September 2017, invoice no later than 10/31/17.
For expenses in October – December 2017, invoice no later than 1/31/18.
For expenses in January – March 2018, invoice no later than 4/30/18.
For expenses in April – June 2018, invoice **no later than 7/16/18**.

Contacts

Please contact the following staff regarding the intent of this grant:

Jess Thompson
360-704-4327
jess.thompson@sbctc.edu

Please contact the following staff regarding fiscal information for this grant:

Michele Rockwell
360-704-4343
mrockwell@sbctc.edu

THE COLLEGE AGREES to comply with all applicable federal, state, and local requirements, the grant terms, statement of work, and deliverable requirements above.

College Name _____

Name of Grant Contact _____ Phone _____

Title _____ Email _____

Signatory Name _____

Signatory Title _____

Signature _____ Date _____