



Proposal Approval Summary Form

This form must be completed, returned to the Grants Office, and reviewed by President's Cabinet before submitting a grant proposal. If you have any questions regarding this form or the proposal development process, please contact the Grants Office at grants@mtsac.edu.

Principal Investigator/Project Director

Name	Dr. Julie Marquez	Department	EOPS/CARE, CalWORKs, and NextUp/Guardian Scholars
Email	jmarquez170@mtsac.edu	Phone	909-274-4500

Other Project Collaborators

Name		Department	
Name		Department	
Name		Department	
Name		Department	

Funding Opportunity Details

Opportunity Name	California Student Parent Pooled Fund		
Sponsoring Agency	Michelson 20MM Foundation		
Pass-through Entity (if applicable)			
Sponsor Type	<input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal <input checked="" type="checkbox"/> Private		
Proposal Type	<input checked="" type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Resubmission <input type="checkbox"/> Amendment		
Submission Deadline	August 24, 2025		

Funding Amount	\$50,000	Project Duration	1 year
Proposed Start Date	November 1, 2025	Proposed End Date	October 31, 2026

Does the opportunity require 501(c)(3) status?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, the project team must coordinate the submission with the Mt. SAC Foundation.
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Are indirect costs allowed? (check appropriate box)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Indirect Cost Rate (if applicable)	
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Is match required? (check appropriate box)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Match Amount (if applicable)	
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If match is required, how do you intend to satisfy this requirement?			
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Project Summary

Use the following prompts to provide an overview of the proposed project. If desired, attach additional information to this form.

<p>Project Description</p> <p>What need will the project address? What activities will be implemented?</p>	<p>Mt. SAC will scale its highly successful Student Parent Conference, family dinners, and targeted workshops into a Regional Student Parent Success Network that unites colleges, community partners, and student parents in a coordinated effort to improve educational outcomes for this population. The project will implement a comprehensive needs assessment to help understand the realities facing student parents at Mt. SAC and partner colleges, highlighting both strengths and service gaps. This information will be used to strengthen the Student Parent Conference, workshops, and other activities.</p>
<p>Expected Outcomes</p> <p>What are the project's expected benefits/outcomes?</p>	<p>The project will host a Regional Student Parent Conference with workshops on academic pathways, financial stability, childcare navigation, and personal empowerment. Zoom-based workshops covering topics like creating a college culture at home, balancing parenting with academics, and navigating community resources will be opened to regional participants. The project will also create a Student Parent Ally Training for faculty and staff to enhance awareness and institutional responsiveness to student parent needs. Additionally, the project will establish a cross-campus (or regional) Student Parent Advisory Council to co-design solutions with students, faculty, and administrators.</p>
<p>Partners</p> <p>If applicable, list partners and their roles in the project. Will Mt. SAC issue sub-awards?</p>	<p>Mt. SAC will collaborate with regional community colleges, county social service agencies, and local community-based organizations to co-host events, share resources, and maximize outreach. There will be no formal sub-awards.</p>
<p>Budgetary Needs</p> <p>Describe the project's budgetary needs. For personnel, specify type(s). For faculty reassignment/overload requests, specify the names and planned allocation of time.</p>	<p>Budgetary needs include salaries/wages for project coordination and/or short-term hourly staff to manage logistics, outreach, and data collection; catering, conference materials, and childcare services for Regional Student Parent Conference & Family Dinner; curriculum design and adaptation of the Student Parent Ally Training using the UCLA model; facilitation fees; training materials for faculty and staff; technology support; translation/interpretation services; honoraria for guest speakers; and marketing to promote participation across the region. Please also refer to attached budget.</p>
<p>Sustainability Plan</p> <p>What is the plan for continuing grant activities beyond the project period?</p>	<p>With this grant funding, existing activities that are localized to Mt. SAC will be scaled up to engage regional partners. The conference model and ally training curriculum will be designed for easy adaptation, allowing other California community colleges to replicate them without starting from scratch.</p>

Assurances

- ☒ As the Project Lead, I acknowledge the responsibility associated with this role and will conduct the proposed project in accordance with the terms and conditions of the sponsoring agency and the policies of the College.
- ☒ If the proposal described herein is funded and accepted by the College, I will be responsible for meeting the requirements of the award, including, but not limited to, providing the proper stewardship of sponsored funds and submitting all required progress reports and deliverables on a timely basis.
- ☒ If sponsored funds are used for personnel, I understand that the College makes no ongoing commitment beyond the project period.
- ☒ Where funds are requested for lecture hour equivalents, I have reviewed this request with my Educational Administrator, and they support the reassignment/overload request.

Julieta Mendez Marquez
Digitally signed by Julieta Mendez Marquez
Date: 2025.08.13 13:33:06 -07'00'
Signature of Project Lead

08/13/2025

Date

Director, EOPS/CARE, NextUp/REA

Title

Approval

Approvals represent general approval of details outlined in the project summary, but they do not represent specific approval of personnel titles, classifications, salary rates, or other issues governed by College policy and collective bargaining agreements.

Julieta Mendez Marquez
Digitally signed by Julieta Mendez Marquez
Date: 2025.08.13 13:36:42 -07'00'
Signature of Responsible Administrator

8/13/2025

Date

Director, EOPS/CARE, NextUp/REA

Title

Melba Castro
Digitally signed by Melba Castro
Date: 2025.08.13 11:54:59 -07'00'
Signature of Responsible Vice President

8/13/2025

Date

Vice President, Student Services

Title

Review by President's Cabinet

Date of Review	<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied
Comments	

DRAFT - California Student Parent Pooled Fund Budget Request

Salaries	Request
Project Expert, Level III: 52 weeks x 10 hours/week x \$27.50/hour	\$ 14,300
Student Services Support, Level V: 52 weeks x 8 hours/week x \$23.50/hour	\$ 9,776
<i>Total Non-instructional Salaries</i>	\$ 24,076

Employee Benefits	Request
1.45% Medicare, 0.05% state unemployment insurance, 1.38% workers' compensation	\$ 1,416
<i>Total Employee Benefits</i>	\$ 1,416

Supplies and Materials	Request
Promotional supplies and materials for marketing and outreach of events	\$ 1,000
Supplies and materials for Regional Student Parent Conference & Family Dinner	\$ 1,000
Supplies and materials for Student Parent Ally Training	\$ 1,000
<i>Total Supplies and Materials</i>	\$ 3,000

Other Operating Expenses and Services	Request
Catering services for Regional Student Parent Conference & Family Dinner: 200 participants x \$40.04/participant	\$ 8,008
Contracted services for childcare during Regional Student Parent Conference & Family Dinner	\$ 5,000
Contracted services for facilitation of Student Parent Ally Training	\$ 4,000
Guest speakers for Zoom Workshop Series: 4 speakers x \$500/speaker	\$ 2,000
Contracted services for technology support and translation/interpretation services during Zoom Workshop Series	\$ 2,500
<i>Total Other Operating Expenses and Services</i>	\$ 21,508

	Request
Total Direct Costs	\$ 50,000
Indirect Costs: Not Allowed	\$ -
Total Costs	\$ 50,000

Maximum Request	\$ 50,000
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