GLENDALE COLLEGE FOUNDATION

2024-25 FACULTY AND STAFF GRANT PROGRAM APPLICATION

Name of Project/Program: Glendale Community College Noncredit ESL Program   **Date:** 05/30/2024

Applicant's Name: Krista Raimondo

GCC Position: Noncredit ESL Outreach & Retention Coordinator   **Department:** Noncredit ESL

E-mail: kraimondo@glendale.edu   **Phone** 716-998-4356

Please check which category best describes your project:

☐ Arts & Culture   ☐ Athletics & Fitness   ☐ Career & Work Training   ☐ College Operations & Facilities

☐ Humanities/Social Sciences   ☐ Science & Technology   ☑ Other

Amount requested: $ 15,000.00

Please attach a one- to two-page typed request that provides a comprehensive summary of your project/program and establishes the need. Please include the following:

- What do you propose to do?
- Who will be involved in the project/program?
- What are the benefits of this project/program to the students, college, and the community?
- How does this project/program support the College's <u>Institutional Strategic Plan</u>?
- Timeline for the project/program.
- How do you propose to use the funds requested? Please include specific budget information.
- Please list any other sources of funding you have applied for and include dollar amounts if already awarded.
- How will the Foundation's support be recognized?
- How do you plan to evaluate this project's success?
- If your project/program is successful, how will it inform your practice moving forward?

Please email this completed and signed form along with your proposal to zjacobs@glendale.edu

Submission Deadline – Thursday, May 30, 2024 by 5:00 PM PST

Your signature indicates approval of this request to the Glendale College Foundation

_____
Applicant's signature

_____
Chair or Department Head Signature

Margaret Richer
Print name of Chair or Department Head

Grant Review Committee comments and/or recommendations:

_____

This grant was denied/approved on _____   **The amount awarded is $** _____

Glendale Community College Foundation Grant Application for the Noncredit ESL Outreach and Retention Program at Glendale Community College

Dear Glendale Community College Foundation Grant Committee,

1. What do you propose to do?

We propose to enhance the Noncredit ESL Outreach and Retention Program at Glendale Community College (GCC) by expanding our outreach efforts, improving retention strategies, and providing additional support services to Noncredit ESL students. This program aims to increase enrollment, retention, and success rates among noncredit ESL students, helping them to achieve their educational. career goals, and self-fulfillment goals. Currently, there is no existing funding or budget allocated for this program.

The GCC Outreach and Retention Program and its coordinator enhance student retention and foster a sense of belonging within the Glendale Community College community. By increasing students' familiarity with the campus and its resources and facilitating meaningful interactions with faculty, staff, and peers, the program supports students in maintaining their academic progress towards credit courses and successful entry into the workforce.

Additionally, through a culturally responsive and trauma-informed approach, the program addresses the unique support needs of adult learners, immigrants, refugees, displaced homemakers, and non-traditional students in the city of Glendale. Student life events funded by the Glendale Community College Foundation play a crucial role in helping these students integrate and see themselves as valued members of their community.

2. Who will be involved in the project/program?

The project will involve a collaborative team consisting of:

Noncredit ESL Outreach and Retention Coordinator: Implement and supervise activities
Noncredit ESL Division Chair: Oversee program implementation and coordinate activities.
Glendale Community College Student Services: Provide resources, tabling presence, and outreach about program services in multiple languages to Noncredit students
Garfield Campus Classified Staff Members: Assisting with implementation of activities
Community Partners: Local organizations and businesses that will support outreach events by providing resources to students.

3. What are the benefits of this project/program to the students, college, and the community?

Students: Improved access to ESL education, personalized support, higher retention and completion rates, and better integration into the campus and local communities and workforce.
College: Increased enrollment in noncredit courses. enhanced reputation as a provider of quality ESL education, and alignment with the college's mission to serve diverse populations.

Community: Greater engagement with the college, improved language skills among community members, and stronger local workforce development.

4. How does this project/program support the College's Institutional Strategic Plan?

This program directly supports GCC's Institutional Strategic Plan by enhancing student support services and increasing retention and completion rates among ESL students, providing equitable access to education for non-native English speakers and fostering an inclusive learning environment, and strengthening partnerships with local organizations and increasing community outreach efforts.

Goal A. Promote and Protect Anti-Racism, Diversity, Equity, Inclusion, and Accessibility Throughout the District

- A.2. Analyze and assess student group needs and ensure college climate and infrastructure is inclusive, nurturing, informed, accessible and affirming of all student groups.
- A.5. Improve campus environment with a focus on campus climate, recognizing cultural holidays, and providing accessible opportunities for the community to be informed and heard.

Goal B. Clarify Student Pathways

- B.2. Communicate pathways, Learning and Professional Pathways, and potential occupational and educational outcomes internally to credit and noncredit students and campus constituencies.

Goal C. Facilitate Student Entry into Pathways

- C.1. Promote access by expanding outreach to prospective traditional and nontraditional students

Goal D. Help Students Stay on Pathways

- D.4. Improve student retention through improved awareness of services available to students.

5. Timeline for the project/program

Summer 2024 - Planning and coordinating materials, event space, and support staff for Fall 2024 events, prepare Fall event evaluations

Fall 2024 - execute Fall 2024 events, begin coordination for Spring 2024 events, prepare Spring event evaluations, evaluate survey data and publish in newsletter

Spring 2024 - execute Spring 2024 event itinerary, evaluate survey data and publish in newsletter

6. How do you propose to use the funds requested? Please include specific budget information.

Budget

Item	Estimated Cost
Garfield Cafe Small Food Boxes	$5,000.00
Poster boards - pack of 5 @ $3.29 x 500	$1700.00
Markers - pack of 8 @ $23.00 x 12	$280
Bookmark cardstock - 1 set of 360 @ $46.00 x 10	$460.00
Folders (GCC Garfield and Foundation logo branded with campus maps) - 1 @ $1.09 (20% Savings Applied) x 2000	$4360.00
Branded Color Program and Logo-branded Flyers from Alco Printing @ 2000	$800.00
Make Your Own Book Family Literacy Materials	$3,000.00
Estimated Grand Total	$15,000.00

7. Please list any other sources of funding you have applied for and include dollar amounts if already awarded.

This grant is the first request that the Noncredit ESL Outreach and Retention Program has requested from the Glendale College Foundation.

8. How will the Foundation's support be recognized?

Press Releases and Newsletters: Announcements in college press releases and newsletters.
Events and Workshops: Recognition at outreach events, workshops, and student certificate ceremonies.
Printed Materials: Inclusion of the Foundation's logo on program materials and marketing collateral.

9. How do you plan to evaluate this project's success?

In order to evaluate this project's success, we will survey students, as well as closely monitor the number of students benefiting from the events and determine the impact of them participating in our activities.

10. If your project/program is successful, how will it inform your practice moving forward?

We will use these findings to refine and expand our services, ensuring that all students, particularly non-traditional and underserved populations, receive the support they need to

succeed academically and integrate into the college community. Additionally, the success of this program will encourage the adoption of similar approaches across other departments, promoting a campus-wide commitment to student success and inclusivity. Lessons learned will inform future initiatives and help to continually improve support services for Noncredit students, ensuring long-term sustainability and success of the ESL program.

11. How do you plan to evaluate this project's success?

The success of the project will be evaluated through:

Enrollment and Retention Data: Tracking enrollment numbers, retention rates, and course completion rates of ESL students.

Student Surveys: Collecting feedback from students on their experiences and the support services provided.

Community Partner Feedback: Gathering input from community partners on the effectiveness of outreach efforts.

Progress Reports: Regular progress reports detailing achievements and areas for improvement.

12. Offering Continued Professional Development

After receiving a grant for Noncredit ESL student Outreach and Retention programming, offering professional development to faculty is essential to ensure they are equipped with the necessary skills and knowledge to effectively support nontraditional and disproportionately impacted students. Strategies include: faculty and staff workshops on student communication and culturally responsive and trauma-informed pedagogy.

Thank you for taking the time to review and consider this grant funding request. By supporting this grant application, the Foundation will improve student access to resources and foster a sense of belonging, which enriches the college by promoting engagement and inclusivity, as well as awareness of the Glendale Community College Foundation, and supports the community through educational and cultural initiatives.

Sincerely,

Krista Raimondo

Instructional Faculty, Glendale Community College Noncredit ESL Outreach and Retention Coordinator

Fall 2024 - Spring 2025 Outreach and Retention Programming

Fall 2024:

- **Welcome Week** - students are welcomed to campus with Glendale Community College Garfield Campus and Glendale Community College Foundation-branded folders that contain support resource flyers from our academic, basic needs, and Garfield programming (A campus map, and flyers from: CalWORKS, Cares Market, Counseling, Multicultural Community Engagement Center, the Parent Support Center, and the Noncredit ESL & Business Divisions)
- **Campus Resource Fair** - highlights our counseling, basic need, transfer, workforce, and academic support resources for day time and evening students at the Garfield Campus in conjunction with Glendale Community College student services departments
- **Family Literacy Fair** - in collaboration with our Garfield and city public library, a literacy event for student families to browse, purchase, and make their own books

Spring 2024:

- **International Week** - a UNESCO event that highlights the cultures, traditions, and International Mother Language Day, including student writing in their native languages and English
- **Armenian Remembrance Week** - observed at Garfield Campus in conjunction with the Armenian Film Society
- **Noche de Convivio** - A night of Avancemos program and Spanish-speaking students gathering to learn about campus resources for Spanish speakers, highlighting our Garfield offices with a campus tour and opportunities to interact with faculty and staff.