

**Chaffey  College**  
**MacKenzie Scott**  
**Student Support Fund Application**

Title of Project: **Empowering Student Achievement Through Milestone Scholarships**

Application #: **202526-09**

Project Lead: **Denise Gutierrez**

Student:

Department: **Foundation**

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## SECTION 1: OVERVIEW

### **S1: SCOPE OF PROJECT**

The Milestone Scholarship Program will provide one-time awards of up to \$1,000 to Chaffey College students who are actively pursuing key educational and career advancement goals. The purpose of the program is to offer meaningful financial support to students with demonstrated need for additional aid who are making satisfactory progress toward achieving a significant academic or professional milestone.

**S1: TIMELINE** Ongoing

This program will continue until all funds are exhausted.

**S1: IS THIS AN EXPANSION OF AN EXISTING PROGRAM?** Yes

This program builds on the Student Success Incentive Program which the Foundation Department launched in fall 2024. That program continues to provide two opportunities for \$50 incentives to students who move from Explorer to Navigator to Achiever. While helping to boost academic completion, the Student Success Incentive Program has revealed that some students continue to experience significant financial aid gaps and insecurity.

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## SECTION 2: PROJECT PLAN

### **S2: PROJECT OBJECTIVES**

1. Remove Financial Barriers to Student Progress:  
Eliminate or reduce financial gaps that prevent students from completing a critical educational or career milestone.
2. Support Student Completion, Transfer, and Career Advancement:

Increase the number of students completing certificates, degrees, transfers, or employment-related credentials.

3. Strengthen Student Persistence and Engagement; Encourage ongoing enrollment and student commitment toward defined educational goals.

### **S2: KEY DELIVERABLES**

Award one-time Milestone Scholarships of up to \$1,000 each.

Prioritize awards for students demonstrating the most significant financial need and a clearly defined educational or career milestone.

Achieve measurable increases in degree and certificate completion among scholarship recipients.

Monitor and document transfer rates to four-year institutions.

Track and report the number of applicants and award recipients, including demographic and academic data.

Partner with Chaffey's Institutional Research and Student Services offices to assess student milestone achievement.

Conduct post-award surveys to gather student feedback on how scholarship funding influenced persistence.

Provide annual progress reports to the MacKenzie Scott Student Support Fund detailing disbursement and participation.

### **S2: STAFFING NEEDS**

The Chaffey College Foundation will manage all aspects of this program, including application review, fund distribution, and reporting. The Foundation's existing staff and administrative infrastructure will oversee the program on a straight hourly or overtime rate-no new staff will be added due to this program.

Administrative cost: The Milestone Scholarship Program shall reimburse the Foundation administrative account in the amount of up to \$50 per funded student to reimburse for overtime or temporary staff during peak application periods (not to exceed \$25,000).

### **S2: SPACE NEEDS**

No

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## **SECTION 3: BUDGET OVERVIEW**

**S3: TOTAL AMOUNT REQUESTED: \$525,000**

**S3: PERSONNEL REQUESTS**

|             | Amount Requested | # of Positions | New or Reassigned |
|-------------|------------------|----------------|-------------------|
| Faculty     | \$0              | 0              | N/A               |
| Classified  | \$0              | 0              | N/A               |
| Student/STW | \$0              | 0              | N/A               |

**S3: SUPPLIES AND SERVICES REQUESTS**

|                | Amount Requested | Details   |
|----------------|------------------|---|
| Equipment      | \$0              | N/A   |
| Food           | \$0              | N/A   |
| Services       | \$0              | N/A   |
| Software       | \$0              | N/A   |
| Supplies       | \$0              | N/A   |
| Transportation | \$0              | N/A   |
| Travel         | \$0              | N/A   |
| Other          | \$525,000        | <ul style="list-style-type: none"> <li>One-time scholarships of up to \$1,000: not to exceed \$500,000 total</li> <li>Administrative cost: The Scholarship Fund shall reimburse the Foundation administrative account in the amount of up to \$50 per funded student to reimburse for overtime or temporary staff during peak application periods (not to exceed \$25,000.</li> </ul> |

**S3: BUDGET NARRATIVES AND TOTAL COST OF OWNERSHIP (TCO)**

The only funds required is the establishment of a scholarship fund in the amount of \$500,000 and the establishment of an administrative fund in an amount not to exceed \$25,000. The administrative fund shall be used to reimburse the Foundation for for overtime or temporary staff employed during peak application periods.

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## SECTION 4: ALIGNMENT WITH BOARD PARAMETERS

### S4: GREATEST IMPACT

The Milestone Scholarship Program directly addresses the needs of Chaffey College's significantly underserved student population, many of whom are low-income, first-generation, and from historically underrepresented communities. These students often face persistent financial barriers that threaten their ability to complete degrees, transfer, or obtain professional credentials leading to higher-wage employment. Even with federal and state financial aid, many students experience funding gaps that prevent them from covering essential educational and living expenses. The Milestone Scholarship bridges these gaps by providing targeted financial support at key points in a student's academic journey and helping them remain enrolled, persist through challenges, and reach meaningful milestones that advance their education and careers.

### S4: EQUITY FOCUS

The Milestone Scholarship Program advances Chaffey College's commitment to equity by directly addressing financial barriers that disproportionately affect historically underrepresented students. Many Chaffey students are first-generation, low-income, and from racially and ethnically diverse communities that continue to face systemic barriers to educational attainment. By providing direct financial support to these students, the program ensures that progress toward degrees, certificates, and transfer goals is not hindered by economic hardship.

Through intentional eligibility criteria, such as demonstrated financial need and satisfactory academic progress, the program targets students most likely to benefit from strategic intervention. This approach promotes equitable outcomes by helping level the playing field for those with the least access to financial and social capital. As students use these funds to meet specific educational milestones, the program not only reduces opportunity gaps but also strengthens Chaffey College's broader institutional goal of closing equity gaps in completion, transfer, and career success.

The Milestone Scholarship also affirms the value and potential of underrepresented students by investing in their progress at critical junctures. This targeted, one-time support validates their persistence, builds confidence, and reinforces a culture of achievement and belonging which are key components in sustaining equity-driven institutional transformation.

### S4: RESOURCE ENHANCEMENT

These scholarships are one-time and are only eligible for students who have unmet financial need.

### S4: COMPLETION OUTCOMES

The Milestone Scholarship Program is designed to help students move efficiently from aspiration to achievement by eliminating the financial obstacles that commonly disrupt academic momentum. Many students face resource shortfalls just before reaching a key

milestone-such as completing a final semester, paying certification or exam fees, or covering transfer-related costs. By providing up to \$1,000 in flexible, goal-oriented funding, the program empowers students to stay enrolled, meet their academic plans, and complete degrees or certificates on time.

In partnership with Institutional Research and Student Services, the program will track milestone progress to ensure that recipients demonstrate measurable advancement such as completing a degree, certificate, or transfer application. This data-driven approach links financial support to tangible educational outcomes, ensuring that every dollar contributes to student advancement and institutional completion goals.

#### **S4: TRANSFER OR EMPLOYMENT OUTCOMES**

The Milestone Scholarship Program helps students maintain academic momentum toward timely transfer and living-wage employment by addressing the financial gaps that often delay progress. Many students at Chaffey College face unexpected costs such as university application fees, transportation, or certification expenses-that can postpone transfer or prevent completion of final program requirements. By providing targeted financial support at these critical transition points, the program ensures that students can complete their coursework, finalize transfer steps, and enroll at four-year universities without interruption.

For students pursuing career and technical education pathways, the scholarship removes financial barriers to professional readiness and certification. Funds may be used for licensing exams, credentialing fees, technology, equipment, or other career-entry costs that are essential for employment in high-demand, living-wage industries. This direct support accelerates students' entry into the workforce while increasing their earning potential and long-term economic stability.

Ultimately, the Milestone Scholarship Program aligns educational progress with real-world outcomes. By strategically investing in students at the moment they are poised to complete or transition, it promotes faster degree completion, smoother university transfer, and stronger placement into sustainable, living-wage careers.

#### **S4: EXPLAIN FEASIBILITY**

The Foundation already manages a robust portfolio of scholarship programs and has proven systems in place for application processing, fund distribution, and compliance reporting. This existing framework allows the program to be implemented quickly and efficiently without the need for new staffing or major operational changes.

Feasibility is further supported by strong institutional collaboration. The Foundation will partner with Chaffey College's Financial Aid, Institutional Research, and Student Services departments to identify eligible students, verify enrollment and progress, and track measurable outcomes such as degree completion, transfer, and employment. These partnerships ensure accurate data collection and timely reporting, while aligning the program with ongoing student success initiatives and equity goals already embedded in the college's strategic plan.

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## SECTION 5: EVALUATION

### S5: EVALUATION PLAN

Key indicators of success will include:

- Number of students awarded scholarships.
- Number of students who successfully achieve their stated educational milestone.
- Qualitative testimonials demonstrating how the scholarship supported persistence and completion.
- Improvement in short-term student success metrics (completion, transfer, and employment outcomes).

### S5: MEASURABLE OUTCOMES

The Foundation will collect both quantitative and qualitative data to assess impact:

- Scholarship recipient demographics (age, major, financial need, educational goal).
- Completion rates for certificate and degree programs.
- Transfer rates to four-year universities.
- Employment or wage data where available.
- Post-award surveys capturing student feedback on how the funding removed financial barriers.