

HOW TO APPLY FOR A STUDENT SUPPORT FUND GRANT

FLEX PRESENTATION

August 13, 2026



Workshop Overview

- Framework for the MacKenzie Scott Student Support Fund
- Application Process & Timeline
- Rubric
- Application Structure



FRAMEWORK FOR THE MACKENZIE SCOTT STUDENT SUPPORT FUND

Purpose & Context of the MacKenzie Scott Gift

Generous Philanthropic Gift

A \$25 million unsolicited gift empowers Chaffey College to enhance student opportunity and success.

Flexible, Accountable Funding

The gift allows flexible use aligned with institutional values while ensuring accountability to students and the board.

Endowment for Long-Term Support

Twenty million dollars were placed into an endowment for lasting student access and success funding.

Student Support Fund Allocation

Approximately 6.5 million dollars are allocated for student support, to be spent over five years with reinvested interest.



Student Support Fund Allocation

Equity-Focused Early Funding

One million dollars from the fund supports the UndocuSuccess Fellowship as an early equity-focused commitment.



Student Support Fund Proposals

The remaining \$5.5 million was allocated to support funding proposals over a five-year period or until the allocation is spent.

2025-26 Proposal Selection

Approximately \$2.7 million of the \$5.5 million allocation was awarded to support nine initiatives.

Role of the Advisory Group

Diverse Advisory Group Composition

The group includes approximately 40 members from faculty, classified, students, administrators, and board members.

Student-Centered Governance

Decision-making involves a broad community, reinforcing shared governance principles and ensures diverse perspectives.

Five-Year Vision and Equity Focus

The group developed a five-year vision emphasizing equity and student success.

Funding Review and Recommendations

Members review applications using, board parameters, a rubric, considering context, feasibility, and impact before recommending funding to the board.



Board Parameters Guiding Funding Decisions

Maximize Student Impact

Projects should impact the greatest number of students, targeting district-wide, campus-specific, or high-need populations.

Equity and Inclusion

Proposals must promote equitable outcomes and address needs of historically underrepresented student groups.

Resource Enhancement

Projects must enhance or expand existing student resources, avoiding duplication or supplanting current services.

Student Success Outcomes

Emphasis on outcomes such as certificate completion, transfer rates, and employment leading to living wages.

Feasibility and Planning

Proposals require realistic planning, timelines, and clear capacity for successful implementation.

Example Areas for Student Support Funding

Scholarships for Underserved Students

Focus on scholarships addressing financial barriers for underserved and underrepresented student populations to promote persistence.

Academic Program Development

Funding supports creating or expanding academic programs aligned with workforce demands for living-wage career pathways.

Student Support Services

Support services focus on addressing housing, food insecurity, and legal challenges to help students overcome barriers.

Training, Placement & Emergency Aid

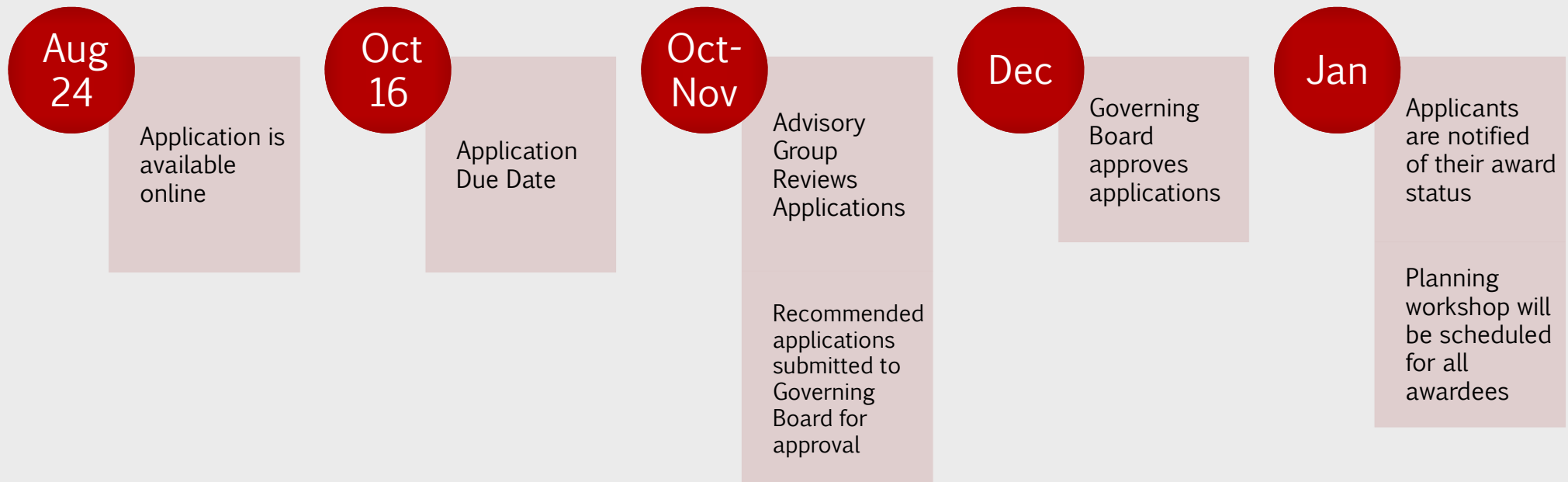
Includes funding for skills training, job readiness, apprenticeships, internships, and emergency financial assistance.





APPLICATION PROCESS & TIMELINE

Application Process & Timeline





RUBRIC

Advisory Group – Evaluation Rubric

Six Scored Criteria

The rubric includes six criteria scored from 0 to 4, covering impact, equity, resources, outcomes, and feasibility.

Balanced Scoring Approach

No criterion is weighted more than others; strong proposals show balance across all six areas.

Scoring Guidance and Transparency

Descriptors guide reviewers on score levels to ensure consistent, transparent evaluations and professional judgment.

Improving Proposal Competitiveness

Applicants can write targeted narratives linking project elements to rubric criteria to improve competitiveness.

Mackenzie Scott Gift Advisory Group – Evaluation Rubric

Criteria	0 – Poor	1 – Fair	2 – Satisfactory	3 – Strong	4 – Exceptional	Scoring
Impact Scope: Makes the Greatest Impact on the Greatest Number of Students (e.g. District-wide, multiple areas, or focused group)	Benefits very few students with limited reach	Benefits a small segment of students in a specific program or area	Benefits a moderate number of students across multiple programs or services	Benefits a large portion of the student body or multiple campuses	Broad, systemic impact affecting the majority of students or a large, diverse population	
Equity and Inclusion: Promotes Equitable Student Outcomes (historically underrepresented students)	No clear focus on equity or underserved populations	General acknowledgement of equity without actionable plans	Some efforts to address equity, such as focused efforts for specific populations	Strong equity lens with focused and intentional strategies, and equity-focused outcomes	Centered on equity; prioritizes equity with clear, measurable outcomes and strategies	
Complements Existing Resources: Enhances but Does Not Duplicate Existing Resources	Duplicates existing services or resources without added value	Overlaps significantly with current offerings, with unclear differentiation	Adds moderate enhancement to existing efforts or fills a small gap	Clearly builds on existing services, filling a well-documented gap	Uniquely addresses an unmet need; complements and amplifies existing efforts	
Accelerates Student Success Outcomes – Completion (e.g., certificates, ME 1 st Year, ADTs)	No measurable impact	Vague or indirect potential to impact	Moderate potential with some alignment to student success	Strong potential with clear alignment to key outcome	Direct, measurable impact on accelerating outcome	
Accelerates Student Success Outcomes – Transfer or Employment (e.g., transfer to a UC/CSU, reduce time to transfer, apprenticeships, living wage)	No measurable impact	Vague or indirect potential to impact	Moderate potential with some alignment to student success	Strong potential with clear alignment to key outcome	Direct, measurable impact on accelerating outcome	
Feasibility of Implementation	Proposal is vague, unrealistic, or lacks capacity to implement	Feasibility concerns; significant support or revisions needed	Some gaps in readiness; basic infrastructure is in place	Strong planning; realistic and achievable within timeline and resources	Highly feasible; clear timeline, staff, and sustainability plan for duration	

Total Points	Recommendation
24-20	Highly Recommended
19-15	Recommended
14-0	Not Recommended

Scoring Guide

APPLICATION STRUCTURE

Building a Fundable Application

Need and evidence, budget, fit, and the pitfalls to avoid

Building the Case

Budget

Complement

Pitfalls



The Application at a Glance

Five sections, submitted online. Know the shape before you write.

1

Project Overview

Who leads it and what it delivers for students

2

Project Plan

Objectives, scope of work, staffing, and space

3

Budget Overview

Personnel, equipment, narrative, and total cost of ownership

4

Alignment with Board Parameters

How it meets the funding priorities

5

Evaluation

How you will measure success

SUBMISSION



Deadline October 16, 2026



Format Submitted online



Length About 1,500 characters per prompt



Attachments Supporting documents allowed



Timeline Projects may run up to two years



Application Section 1: Project Overview

Who is accountable, and what the project will do.



Project Lead: A college employee accountable for implementation, reporting, and communication. Students may apply but need an employee lead.



Project Manager: If the lead is staff, faculty, or a student, name a college manager for administrative support. Not needed if the lead is already a manager.



Project Title and Scope: Describe what the project provides for students and how they will benefit.



Timeline: One or two years. The Advisory Group has approved up to two years to spend the allocation.



Expansion: Is this an expansion of an existing program? If yes, name it and describe how it is currently offered and funded.



Building the Case: Need, Outcomes, and Data

Make reviewers believe the problem is real and the solution is measurable.



Defensible statement of need

Open with a need reviewers can verify. Anchor it in local, current data, not generalities.



Measurable outcomes

Define what will change, for whom, and by how much. Tie every outcome back to the need.



Activities to outcomes

Not 'we will host workshops' but 'persistence rises by X.'
Reviewers fund results, not tasks.



Disaggregated data

Break results out by student population, so the equity claim is evidence, not aspiration.



Building the Case in Practice

The same point, written two ways. Aim for the right column.

AVOID

AIM FOR

Need



Incoming CTE students often struggle in their first term.



38% of incoming first year CTE students placed below college level and persisted 12 points below peers.

Outcomes



We will run a summer bridge with workshops for new students.



120 summer bridge participants raise fall to spring persistence from 68% to 78% by May 2027.

Equity



The bridge will help underserved students succeed.



The persistence gap for Black male students narrows from 9 points to 4 points.

Figures are illustrative. Replace with verified Chaffey and program data before use.



Sample Workplan: Summer Bridge

How one goal cascades into an objective, activities, owners, and measured results.

GOAL

Strengthen fall readiness and persistence for incoming first generation CTE students through a summer bridge program.



OBJECTIVE

By May 2027, raise fall to spring persistence among 120 summer bridge participants from 68% to 78%.



Activities	Deliverable	Timeline	Outcomes	Person(s) Responsible
Two-week bridge: math refresher, career navigation, cohort building	Enrolled cohort of 120	Jul to Aug 2026	90% complete and enroll for fall	Bridge Coordinator, CTE faculty
Assign a success coach; monthly cohort check ins	Coaching plan and logs	Aug 2026 to May 2027	Persistence rises 68% to 78%	Success Coach, Counseling
Disaggregated tracking and targeted outreach	Equity dashboard	Ongoing 2026 to 2027	Gap narrows 9 to 4 points	Institutional Research, Program Lead

Figures are illustrative. Replace with verified Chaffey and program data before use.



Budget Development and Justification

Every dollar should be necessary, allowable, and traceable to the narrative.



Realistic, allowable, well justified budgets

Price to reality and confirm each cost is allowable. Justify why every line is necessary.



Alignment between budget and narrative

Each line item should trace back to a specific activity described in the narrative.



Sustainability after the grant ends

Show what continues once funding stops, and how it will be supported.



Budget in Practice

Every line is justified and traces to a specific activity in the narrative.

Budget Line	Amount	Justification	Ties to Activity
Summer bridge instruction (2 weeks, faculty stipends – includes salary AND benefits)	\$18,000	Delivers the bridge experience that builds fall readiness.	Summer bridge (Jul to Aug)
Success coach (0.5 FTE) – includes salary AND benefits	\$28,000	Coaching is what drives the persistence outcome; salary at the HR scale.	Coaching and check ins
Data and evaluation (5%)	\$4,500	Funds the disaggregated tracking behind the equity claim.	Outcome monitoring



Total Cost of Ownership (TCO)

How each item is used, where it is stored, and its life cycle after purchase.



Sustainability after the grant

The coach folds into existing Student Services staffing; the summer bridge joins the onboarding calendar.

All budget items must tie to a Scope of Work activity. Figures are illustrative; replace with verified data before use.



Complement, Do Not Duplicate

Position the project within the support network, adding to it rather than replacing it.



Leverage existing services

Build on what already works.



Partner, do not recreate

Collaborate with existing programs.



Connect to the ecosystem

Fit the wider network of support.



Supplanting caution

Add to resources, never replace.

Aligns with a Board Parameter: Proposals must align with at least one parameter.

Greatest Impact

Equity Focus

Resource Enhancement

Completion Outcomes

Transfer or Employment

Feasibility



Common Pitfalls

Why proposals lose points, and what to correct.



Vague outcomes

No clear target, population, or magnitude.



Missing or absent data

Claims of need with nothing to back them.



Budget does not match the narrative

Line items with no activity behind them.



Ignoring the equity criterion

Impact stated broadly, gaps never named.



Proposing something that exists

Duplicates a service already in place.



IN CLOSING

Final Considerations

Application Availability

Resources are currently available.

Selective Use of Supporting Data

Successful proposals combine clear narratives, well-defined objectives, and targeted data that support, rather than overwhelm, the reader.

Flexible Funding Amounts

There are no preset minimum or maximum funding amounts; feasibility and impact are the key considerations.

Application Submission Deadline

Applications must be submitted by October 16, 2026, to enter the review process.



ANY QUESTIONS??