



## SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT

11555 Old Oregon Trail, Redding, CA 96003  
P.O. Box 496006, Redding, CA 96049-6006  
Telephone (530) 242-7500

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### 2025 Innovation Mini-Grant Agreement

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This 2025 Innovation Mini-Grant Agreement (hereinafter referred to as "AGREEMENT") is entered into by and between the **Shasta-Tehama-Trinity Joint Community College District** (hereinafter referred to as "DISTRICT") on behalf of the sponsored grant program Innovation Mini-Grants, and the **Division of Business, Agriculture, and Career Technical Education** (hereinafter referred to as "GRANTEE"), to perform the work which is more particularly set forth in this AGREEMENT and in the Attachments attached hereto and incorporated into this AGREEMENT by this reference.

#### RECITALS

WHEREAS, the District has awarded a grant for the purpose of implementing the project entitled **Diesel Technology Service Platform** (hereinafter referred to as "Project");

WHEREAS, the DISTRICT and the GRANTEE desire to enter into an agreement calling for management of this innovative Project;

NOW, THEREFORE, the parties mutually agree as follows:

1. STATEMENT OF WORK. The GRANTEE shall perform the work stated in Attachment A, 2025 Innovation Mini-Grant Application (hereinafter referred to as "Work").
2. TERM. The term of this AGREEMENT shall commence on **July 1, 2025**, and shall expire **December 31, 2026**.
3. ALLOWABLE COSTS. The total amount of funds made available to GRANTEE under this AGREEMENT shall not exceed **\$14,703**, as specified in Attachment B, 2025 Approved Budget Worksheet. The DISTRICT shall establish budget codes on behalf of the GRANTEE. In no event shall funding be made available prior to the TERM of this AGREEMENT. Allowable costs under this AGREEMENT shall be determined in accordance with the DISTRICTS established policies and procedures and in conjunction with Attachment B, 2025 Approved Budget Worksheet.
4. SEPARATE ACCOUNTING. The DISTRICT will establish separate accounts for all funds specified in this AGREEMENT. The GRANTEE will use the funds to perform the Work specified in Attachment A, Mini Grant Proposal. As applicable, the GRANTEE and/or their Department authorized representative shall complete District required forms including, but not limited to, Authorizations for Hire, Purchase Requisitions, and Travel Requests. Authorizations required to process forms or transactions shall be obtained through the GRANTEES department. In addition, the GRANTEE agrees to establish and maintain such accounting and documentation of expenditures to satisfy the requirements of the DISTRICT.
5. BUDGET. The Budget, Attachment B, lists costs and categories of costs approved to fund the GRANTEES performance of the Work. In no event shall the GRANTEE expend a single line item by 15% or more of the approved budget without prior written approval from the DISTRICT. In no event shall the GRANTEE exceed the approved budget. In the event the approved budget is exceeded the GRANTEES division/department will be responsible to pay those costs. Any budgeted funds not expended by the end of the grant will be returned to the DISTRICT.

6. REPORTING. GRANTEE agrees to provide written and/or verbal reports during and after the term of this AGREEMENT. Reports shall be submitted to the Office of Grant Development, with a Mid-Cycle report due March 30, 2026, and a Final Report due January 31, 2027. Mid-Cycle and Final Reporting shall be completed using Attachment B, 2025 Approved Budget Worksheet; Attachment C, Mid-Cycle Report; and Attachment D, Final Report.

7. AUTHORIZED REPRESENTATIVES. For the purpose of this AGREEMENT, the individuals signatures at the end of this document are hereby designated representatives of the respective parties.

8. ASSIGNMENT. The GRANTEE may not assign, transfer or sub-award any part of this AGREEMENT, any interest herein or claims hereunder, without the prior, written approval of the DISTRICT.

9. CHANGES. By mutual written consent, the GRANTEE and the DISTRICT may make changes to the Work and to the terms of this AGREEMENT. Any such changes shall be in the form of a written amendment signed by the authorized representative of the DISTRICT and GRANTEE.

10. EQUIPMENT. Upon termination of this AGREEMENT, equipment furnished or purchased by the GRANTEE for the project shall be retained by the DISTRICT.

11. CONTACTS. For all matters concerning the terms or changes to this Agreement, the GRANTEE shall contact:


Amy Schutter  
Director of Grant Development  
[aschutter@shastacollege.edu](mailto:aschutter@shastacollege.edu)  
530-242-7613


12. ENTIRE AGREEMENT. This AGREEMENT is the complete agreement of the GRANTEE and the DISTRICT and supersedes all prior understandings regarding the Work.


IN WITNESS WHEREOF, the respective parties have executed this AGREEMENT on the dates indicated below.


DISTRICT / GRANTEE

By: **Amy Schutter**  Digitally signed by Amy Schutter  
Date: 2025.06.06 08:41:23 -07'00'  
\_\_\_\_\_  
Amy Schutter, Director of Grant Development Date

By:   
\_\_\_\_\_  
Kate Mahar (06/09/2025 20:00 PDT)  
Dr. Kate Mahar, Assoc. Vice President, Strategic Initiatives/SCAILE Date

By:   
\_\_\_\_\_  
Mark Klever (06/10/2025 08:15 PDT)  
Mark Klever, Dean of Business, Agriculture, and CTE Date

By:   
\_\_\_\_\_  
Ishmael Rivas (07/14/2025 15:13 PDT)  
Ishmael Rivas, Faculty Date

By:   
\_\_\_\_\_  
Sarabeth Angel-Towner, Administrator Date

## 2025 Approved Innovation Mini-Grant Budget Worksheet Adjusted 10.30.25

| 2025 Approved Innovation Mini-Grant Budget Worksheet Adjusted 10.30.25   |   |                               |        |                         |                          |        |
|--|---|-------------------------------|--------|-------------------------|--------------------------|--------|
| Project Name:  |   |                               |        | Department              |                          |        |
| BUDGET ITEM  | QUANTITY & DESCRIPTION                                  |                               | BUDGET | Costs<br>7/1/25-6/30/26 | Costs<br>7/1/27-12/31/27 | TOTALS |
| <b>EMPLOYEE COSTS</b>  |   |                               |        |                         |                          |        |
| <b>Faculty Stipend \$50/per hour</b><br><i>STRS-applicable work.</i><br>Object Code: I-130000/NI-140000                                    |   |                               |        |                         |                          |        |
| <b>Student Worker</b><br>Object Codes: I-247000/ NI-237000   |   |                               |        |                         |                          |        |
| <b>ESTIMATED BENEFIT COSTS, automatically calculated using the percentages listed</b>  |   |                               |        |                         |                          |        |
| Faculty Stipend Total multiplied by  | 22.40%  | Estimated Benefits Total Cost |        |                         |                          |        |
| Student Worker Total multiplied by   | 1.75%   | Estimated Benefits Total Cost |        |                         |                          |        |
| <b>SUPPLIES</b>  |   |                               |        |                         |                          |        |
| Event refreshments, testing materials, SWAG etc. Object Codes: I-430000/ NI-439900   |   |                               |        |                         |                          |        |
| <b>STUDENT AID:</b>  |   |                               |        |                         |                          |        |
| <b>Must be reported to Financial Aid</b><br>Educational fees, meals, transportation /bookstore vouchers. Object Code: 761xxx               |   |                               |        |                         |                          |        |
| <b>EQUIPMENT/FACILITIES</b>  |   |                               |        |                         |                          |        |
| <b>RENTALS</b> Object Codes: 520000/ 521100  |   |                               |        |                         |                          |        |
| <b>EQUIPMENT (\$0-\$4,999.99 Not Tagged)</b><br>(Refer to the Business Office "Fixed Asset (Equipment) Purchases") Object Code: 640000     |   |                               |        |                         |                          |        |
| <b>EQUIPMENT (\$5,000 or greater Tagged)</b><br>(Refer to the Business Office "Fixed Asset (Equipment) Purchases") Object Code: 649000     |   |                               |        |                         |                          |        |
| <b>POSTAGE/ADVERTISING</b><br>Postage costs or to place a newspaper, radio or web-based ad.Object codes: 508000/590400                     |   |                               |        |                         |                          |        |
| <b>PRINTING</b><br>Purchases including posters, flyers, brochures & classroom materials. Object Code: 590500                               |   |                               |        |                         |                          |        |
| <b>SERVICE FEES/OTHER CHARGES</b><br>Contracted work including speakers, trainers & other professional srvs. Object Codes: 530000/573000   |   |                               |        |                         |                          |        |
| <b>SOFTWARE</b><br>Software-related licenses and purchases. Object Code: 578000  |   |                               |        |                         |                          |        |
| <b>TRAVEL/OTHER TRAVEL</b><br>Staff/Other & Student Field Trip costs. Object Codes: Staff: 511000/ Other Travel:511100/ Field Trips:591100 |   |                               |        |                         |                          |        |
| <b>TOTALS</b>  | Note: The "Balance" and "Totals" columns auto-calculate |                               |        |                         |                          |        |

## 2025 Approved Innovation Mini-Grant Budget Worksheet

Attachment B

| Project Name:  | MG23- Diesel Technology   |   |         | Department              | BACTE                    |        |  |
|--|---|---|---------|-------------------------|--------------------------|--------|--|
| BUDGET ITEM  | QUANTITY & DESCRIPTION  |   | BUDGET  | Costs<br>7/1/25-6/30/26 | Costs<br>7/1/27-12/31/27 | TOTALS |  |
| <b>EMPLOYEE COSTS</b>  |   |   |         |                         |                          |        |  |
| <b>Faculty Stipend \$50/per hour</b><br><i>STRS-applicable work.</i><br>Object Code: I-130000/NI-140000                                | Stipends at a total of 80hrs @ \$50/hr                                |   | 4000.00 | 0                       | 0                        | 4000   |  |
| <b>Student Worker</b><br>Object Codes: I-247000/ NI-237000   |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>ESTIMATED BENEFIT COSTS, automatically calculated using the percentages listed</b>  |   |   |         |                         |                          |        |  |
| Faculty Stipend Total multiplied by  | 22.40%  | Estimated Benefits Total Cost                           | 896     | 0                       | 0                        | 896    |  |
| Student Worker Total multiplied by   | 1.75%   | Estimated Benefits Total Cost                           | 0       | 0.00                    | 0                        | 0      |  |
| <b>SUPPLIES</b>  |   |   |         |                         |                          |        |  |
| Event refreshments, testing materials, SWAG etc. Object Codes: I-430000/ NI-439900   |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>STUDENT AID:</b>  |   |   |         |                         |                          |        |  |
| <b>Must be reported to Financial Aid</b><br>Educational fees, meals, transportation /bookstore vouchers. Object Code: 761xxx           |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>EQUIPMENT/FACILITIES</b>  |   |   |         |                         |                          |        |  |
| <b>RENTALS</b> Object Codes: 520000/ 521100  |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>EQUIPMENT</b>   |   |   |         |                         |                          |        |  |
| <b>(\$0-\$4,999.99 Not Tagged)</b><br>(Refer to the Business Office "Fixed Asset (Equipment) Purchases") Object Code: 640000           |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>EQUIPMENT (\$5,000 or greater Tagged)</b><br>(Refer to the Business Office "Fixed Asset (Equipment) Purchases") Object Code: 649000 | (25) Dell Chrombooks w/ Google Ed. License and CA Recycling Fee       |   | 8007.00 | 0                       | 0                        | 8007   |  |
| <b>POSTAGE/ADVERTISING</b>   |   |   |         |                         |                          |        |  |
| Postage costs or to place a newspaper, radio or web-based ad.Object codes: 508000/590400   |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>PRINTING</b>  |   |   |         |                         |                          |        |  |
| Purchases including posters, flyers, brochures & classroom materials. Object Code: 590500  |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>SERVICE FEES/OTHER CHARGES</b>  |   |   |         |                         |                          |        |  |
| Contracted work including speakers, trainers & other professional srvs. Object Codes: 530000/573000                                    |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>SOFTWARE</b>  |   |   |         |                         |                          |        |  |
| Software-related licenses and purchases. Object Code: 578000   |   |   | 0.00    | 0.00                    | 0                        | 0      |  |
| <b>TRAVEL/OTHER TRAVEL</b>   |   |   |         |                         |                          |        |  |
| Staff/Other & Student Field Trip costs. Object Codes: Staff: 511000/ Other Travel:511100/ Field Trips:591100                           | Travel to Portland freightliner corporate office. 3 days travel costs |   | 1800.00 | 0                       | 0                        | 1800   |  |
| <b>TOTALS</b>  |   |   |         |                         |                          |        |  |
|  |   | Note: The "Balance" and "Totals" columns auto-calculate | 14703   | 0                       | 0                        | 14703  |  |

**2025 Innovation Mini-Grant Application**

|                      |  |
|----------------------|--|
| Applicant:           | Ish Rivas & Sarabeth Angel-Towner  |
| Division/Dept. Name: | BACTE & EWD  |
| Project Title:       | Diesel Technology Service Platform   |
| Focus Area:          | <input checked="" type="checkbox"/> Pedagogy <input checked="" type="checkbox"/> Closing Achievement Gaps <input type="checkbox"/> Other |

|                         |   |
|-------------------------|---|
| <b>Project Overview</b> | <p>Describe how the proposed project aligns with one or more of the following themes. Explain how the project is innovative and addresses challenges or opportunities in these areas.</p> <ul style="list-style-type: none"> <li>• Evidence-based teaching and learning strategies</li> <li>• Meeting course learning outcomes in the age of AI</li> <li>• Increasing non-credit course offerings</li> <li>• Increasing certificate and degree completion</li> <li>• Improving online learning</li> <li>• Increasing success, retention, and persistence</li> <li>• Reducing achievement gaps</li> <li>• Other (please provide rationale if not applicable to above)</li> </ul> |
|-------------------------|---|

Evidence-based teaching and learning strategies:

Students in the Diesel Technology program will be able to use a platform designed in-house for a real-world industry experience. This platform would be similar to Dynamic Forms. For example, students will be able to complete a "work order", attach pictures of their findings, record their diagnosis and recommendations, and complete it by turning in the work order as an assignment. The leading large corporations in the diesel technology industry have a service platform designed specifically by and for their company and integrate only their brand. This makes it difficult, and often impossible, for an educational institution to purchase and/or use the platform as a learning tool for their students since students work on multiple brands and will need to attach parts, pictures, and manuals of the brands to the "work order". Mr. Rivas will travel to Portland Freightliner corporate office to get first hand experience on their software and gather ideas for what is needed on the in-house designed platform for Diesel Technology. This industry partner has been a supporter of our program and Mr. Rivas.

This project will provide the opportunity for Shasta College Diesel Technology students to learn and utilize platform to view manuals, properly create and record diagnostics, estimates, and invoices on provided Chromebooks or laptops (included in this request), better preparing them for the workforce who predominately use a type of technology vs. a paper form.

Increasing certificate and degree completion:

Currently, students are using paper to mimic what may be seen in the larger industry leaders. By utilizing updated platform and technology equipment to mimic real-life scenarios, the students will receive more value that will serve them in their careers once they complete. As a career technical education program, this project will ensure that the Diesel Technology program continues to meet industry standards. Diesel Technology will strengthen their dedication to their industry partners and to students by staying relevant and providing industry with a well-trained workforce.

Increasing success, retention, and persistence:

Students that are engaged by learning up-to-date, relevant knowledge and skills are more likely to have higher success, retention and, ultimately, completion. According to the Center of Excellence Advanced Transportation and Logistics Far North Subregional Sector Profile, the most in-demand skills include skills in business platform, inventory control systems, fleet maintenance platform, and Systems, Applications, and Products (SAP) applications. This project will ensure our Diesel Technology students receive these in-demand skills.

Reference:

California Community Colleges Chancellor's Office, Centers of Excellence for Labor Market Research, Economic and Workforce Development Program (2023). Center of Excellence Advanced Transportation and Logistics Far North Subregional Sector Profile. <https://coecc.net/publication-search/>

**Student  
Impact**

The primary focus of the Innovation mini-grant program is to positively impact student learning and success. Please describe the following:

- Which course or program learning outcomes (PLOs/SLOs) does your project aim to improve?
- How will your project enhance equity, engagement, or access for students?
- How will it improve student outcomes (e.g., success, retention, persistence)?
- Does your project address achievement gaps? If so, how?
- How will you measure the results of the project? How will results be documented? (Consult with Institutional Research as needed.)

Which course or program learning outcomes (PLOs/SLOs) does your project aim to improve?

The project will increase program leaning outcomes and student learning outcomes in the Diesel Technology Certificate (CT.3134) and Associates Degree (AS.1175) better preparing students to enter the mechanic trade related to diesel engines. Mr. Rivas will update his PLOs to reflect the addition of industry platform.

How will your project enhance equity, engagement, or access for students?

Does your project address achievement gaps? If so, how?

Countless studies show that students who are supported with wrap-around service and engaged are more successful. To better serve our student population and increase access, each student in the Diesel Technology program will have the opportunity to utilize this platform on an updated device provided through this project. This will relieve the student from the financial burden or stress of acquiring their own Chromebook or like device to properly engage in their learning.

How will it improve student outcomes (e.g., success, retention, persistence)?

This project will improve student outcomes by creating a real-world learning environment. Students will learn in-demand skills with modern technology and equipment allowing them to gain professional skills. Once they complete, they will be more marketable to industry and better prepared.

How will you measure the results of the project? How will results be documented? (Consult with Institutional Research as needed.)

The project outcomes will be measured through anecdotal data gathered from the enrolled students, industry partners of students entering the workforce, and Mr. Rivas. In addition, Mr. Rivas will report on the student usage of the platform. For example, students created X number of work orders during X course. Retention, persistence, and completion outcomes will be positively impacted and measured over time. Student's receiving Chromebook or similar device access to utilize this learning tool during class will increase 100%.

## Collaboration

Collaboration is essential for scaling and sustaining innovative projects. Please:

- List internal and/or external collaborative partners involved in the project (Across campus? Across academic segments? Community?)
- Confirm that the partners are aware of the project and describe their roles and responsibilities in implementation

Internal and external collaborative partners at this time include ,but are not limited to:

### Faculty:

Ishmael Rivas, Diesel Technology faculty, will lead this project. He will be responsible for researching and gathering feedback from industry partners, working directly with IT to create the platform to specifications, analyzing the completed platform to ensure efficacy and desired outcome, as well as gathering quantitative and quantitative data for reporting.

### Administrators:

Mark Klever, Dean of BACTE and oversees Diesel Technology

Sarabeth Angel-Towner, Interim Project Coordinator CTE Outreach, will assist where needed and support gathering quantitative and quantitative data for reporting.

### Staff:

Hannah Angley, AP for BACTE, may process purchases and travel requests

Unknown, AP for BACTE starting by mid-April 2025, may process purchases and travel requests

### IT Department:

Staff and/or administrators will help determine appropriate device, build out the platform and/or processes as well as purchase and deploy 25 Chromebooks or laptops that will be housed in the Diesel Technology building 2500.

### External Partners:

Community members in the Diesel Technology advisory committee will be consulted regarding specific factors to incorporate in the platform. In addition, industry representative from Freightliner headquarters in Portland will be consulted.

## **Future Possibilities**

The Shasta College mini-grants initiative provides the testing ground for innovative ideas and pilot projects that may be used on a broader scale.

Please address how your proposed project is:

- Replicable (easily shared with other campus programs)
- Scalable
- Cost-Effective (e.g., through number of students served; through District efficiencies increasing service to students; or if scaling up will prove cost-effective)

(Please consult with SCALE/Innovation Office if needed [kmahar@shastacollege.edu](mailto:kmahar@shastacollege.edu).)

Replicable (easily shared with other campus programs)

This project will be easily duplicated or used as a model in additional programs including Automotive Technology, Heavy Equipment Maintenance and Operations, or used internally for in-house projects including farm equipment used on our district farm.

Scalable

This project can expand to include projects within the Diesel Technology Student Club, additional programs as mentioned above, and since the platform will be created and owned by Shasta College, it will allow constant alignment with industry standards.

Cost-Effective (e.g., through number of students served; through District efficiencies increasing service to students; or if scaling up will prove cost-effective)

According to Program Review 2024, the Diesel Technology program has served an increasing number of enrolled students since the decrease during covid. Enrollments are nearly back to pre-covid numbers at 218, respectfully, in 2023-2024. Current spring 2025 Diesel Technology courses are nearly full or full with waitlists. The district will increase service to students by providing 25 Chromebooks or laptops to Diesel Technology, removing the burden of providing or seeking out assistance for their own device for class. Note, majority of the Chromebooks that were in diesel technology were distributed during covid and did not return to the department.

**Logistics/  
Timeline**

The mini-grant cycle (planning, implementation, and evaluation) is a maximum of 18 months (Fall-Spring-Fall). Ensure that:

- Your project can be completed within 18 months
- If any portion of your project involves Physical Plant or I.T., you consult the identified personnel listed below
- Other funds do not exist to implement your project

Please create an estimated timeline for each of the major components of your proposal.

**I.T. approval is required**, if your project includes any technology-related needs.

Contact Michael Saechao at 530-242-7994 or [msaechao@shastacollege.edu](mailto:msaechao@shastacollege.edu) to discuss and receive approval.

**Physical Plant approval is required**, if your project includes changes to facilities.

Contact Isabella Greenleaf at 530-242-8617 or [igreenleaf@shastacollege.edu](mailto:igreenleaf@shastacollege.edu) to discuss and receive approval.

Fall 2025 - Research industry platform; gather input from advisory committee; consult with IT to determine if Chromebooks or laptops would serve the need; purchase devices\*

Spring 2026 - Ish work directly with IT to create platform; test; potentially launch; Deploy Chromebooks or laptops

Fall 2026 - Integrate platform into Diesel Technology program courses; report outcomes with available data

\* Per IT, Dell's pricing structure on all models are changing due to re-branding. Between the re-branding and the tariffs, they are unsure of what the cost will be once they go to purchase. The budget reflects the total price of laptops as of today, 3/27/25.

**Signatures are required prior to submitting the application to the Office of Grant Development.**

**Electronic signatures are acceptable**

**Due by April 1, 2025 at 5:00 p.m.**

|   |  |
|---|--|
| <b>Applicant(s) Signature</b>                           | <b>Ishmael Rivas</b><br>Digitally signed by Ishmael Rivas<br>Date: 2025.04.01 14:39:19 -07'00'     |
| <b>Dean or Supervisor's Signature (required)</b>        | <b>Mark Klever</b><br>Digitally signed by Mark Klever<br>Date: 2025.04.01 16:25:17 -07'00'         |
| <b>I.T. Consulted (if needed) (Signature)</b>           | <b>John Lutkemeier</b><br>Digitally signed by John Lutkemeier<br>Date: 2025.04.02 08:23:21 -07'00' |
| <b>Physical Plant Consulted (if needed) (Signature)</b> |  |

Rev. 2.25.2025

# 2025 Innovation Mini-Grant Application Budget

Attachment A

This form is the proposed budget for your project. Please itemize all costs necessary to complete your project during the 18-month grant term.

**Allowable Costs:**

- ✓ Faculty may receive a stipend for project-related work above and beyond their normal duties as a faculty member. Stipends are calculated at the professional expert rate and timecards must be kept and submitted for payment. Estimate the total hours you estimate it will take to complete the project. See “example calculation” to determine the total stipend for each person working on the project.  
*Example calculation: 50 hours of work multiplied by \$50. /hour = \$2,500 total stipend (enter this in the “TOTALS” line)*
- ✓ Classified employees & Administrators are not eligible for additional compensation. Any work performed must be included in the regular workday/schedule.
- ✓ Student Workers will be paid at the current minimum wage.
- ✓ You may hire temporary contractors if your project requires this type of work. List these services under “Service Fees/Other Charges.”
- ✓ Student gift cards or incentives are allowable but must follow Business Office guidelines and be reported to Financial Aid.

**Unallowable Costs:**

- ❖ Hiring new staff.
- ❖ Release time will not be approved to complete the work related to this project.

|                |                                    |
|----------------|------------------------------------|
| Project Title: | Diesel Technology Service Platform |
|----------------|------------------------------------|

| BUDGET ITEM   | QUANTITY & DESCRIPTION | TOTALS                          |
|---|------------------------|---------------------------------|
| <b>EMPLOYEE COSTS</b>   |                        |                                 |
| <b>Faculty Stipend:</b><br>STRS-applicable work.<br>Estimate the number of hours needed x \$50 per hour.<br>Stipends are subject to taxes and benefit deductions. | 80 hours x \$50        | \$ 4,000.00                     |
|   |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
| <b>Student Worker:</b>  |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
|   |                        | \$ 0.00                         |
| <b>ESTIMATED BENEFIT COSTS</b> - This section will automatically calculate the total based on the total listed in the Employee Costs section                      |                        |                                 |
| Faculty Stipend Total multiplied by   | 22.40%                 | Totals Automatically Calculated |
| Student Worker Total multiplied by  | 1.75%                  |                                 |
|   |                        | \$ 896.00                       |
|   |                        | \$ 0.00                         |

| BUDGET ITEM  | QUANTITY & DESCRIPTION Attachment A  | TOTALS              |
|--|--|---------------------|
| <b>SUPPLIES:</b><br>Event refreshments, testing materials, promotional items, etc.   |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>STUDENT AID:</b><br>Must be reported to Financial Aid. Educational fees, meals, transportation/bookstore vouchers, and other gift cards/incentives with a monetary value. |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>FACILITY RENTALS:</b>   |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>EQUIPMENT (\$0-\$4,999.99 Not Tagged):</b><br>(Refer to the Business Office "Fixed Asset (Equipment) Purchases" for info.).   |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>EQUIPMENT (\$5,000 or greater Tagged):</b><br>(Refer to the Business Office "Fixed Asset (Equipment) Purchases" for info).  | (25) Dell Chromebook 3120 (\$7,105.31/ea) with Google Chromebook Education License (\$801.75/ea) and CA Recycling Fee (\$100/ea) | \$ 8,007.06         |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>POSTAGE/ADVERTISING:</b><br>Postage, costs to place a printed, radio or web-based ad.   |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>PRINTING:</b><br>Printing-related items, such as posters, flyers, brochures, and classroom materials/manuals.   |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>SERVICE FEES/OTHER CHARGES:</b><br>Contracted work such as speakers, trainers, and other professional services.   |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>SOFTWARE:</b><br>Software-related licenses and purchases.   |  | \$ 0.00             |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>TRAVEL/OTHER TRAVEL:</b><br>Staff/Other & Student Field Trip costs.   | Travel to Portland Freighliner corporate office (mileage/rental, hotel, per diem meals, incidentals) estimated for 3 days        | \$ 1,800.00         |
|  |  | \$ 0.00             |
|  |  | \$ 0.00             |
| <b>BUDGET TOTAL</b>  |  | <b>\$ 14,703.06</b> |

If you have questions, please contact: Amy Schutter, Director of Grant Development at [aschutter@shastacollege.edu](mailto:aschutter@shastacollege.edu) or 530.242.7613.