



Request for Applications (RFA)

California Community Colleges Chancellor's Office Rebuilding Nursing Infrastructure Grant

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION
Equitable Student Learning, Experience, and Impact Office

Funding Years **Fiscal Year 2024-25**

Release Date November 15, 2024

Application Deadline Applications must be received January 31, 2025, at 11:59 p.m. in NOVA

Funding Source Rebuilding Nursing Infrastructure Grant Program (Strong Workforce Program)
A competitive grant of up to \$2,000,000 per California community college

Total Available funds \$57,000,000

Expected Grant Term July 1, 2025 – June 30, 2027

Bidders' Conference December 4, 2024, at 1:30p.m. PDT
[Register here!](#)

Questions Deadline Written questions concerning the specifications of this Request for Applications must be submitted via email to NursingApps@CCCCO.edu by 5 p.m. on December 20, 2024.

Anticipated Notification of Intent to Award March 2025

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INTRODUCTION

The California Community Colleges Chancellor's Office (Chancellor's Office) invites community college districts (Applicants) to submit applications for the Rebuilding Nursing Infrastructure (RNI) Grant Program. This document provides instructions for submitting an application, and the procedure and criteria by which Applicants will be selected for award. The successful Applicants will be awarded a grant of up to \$2,000,000 per college for the July 1, 2025, through June 30, 2027, time period.

BACKGROUND

The California Community Colleges is the largest system of post-secondary education in the country. Annually, more than 2 million students are enrolled at the 116 community colleges, which are organized into 73 independent community college districts governed by locally elected boards of trustees.

The Board of Governors for the California Community Colleges is a state entity, and an 18-member body; 17 members are appointed by the Governor, and the Lieutenant Governor is an ex officio member. The Board provides regulatory and policy leadership to the community college system. The California Community Colleges Chancellor's Office is the administrative arm of the Board.

The Chancellor's Office has developed [Vision 2030](#), a collaborative action plan that provides focus, equity, and direction to California's community colleges in the specific areas of access, support, and success. California's community colleges are an economic engine in workforce development and play a key role in training the next generation of California workers.

California faces a critical shortage of registered nurses by 2030. According to the California Health Care Foundation, the state will need an additional 44,500 registered nurses to meet the healthcare demands of its growing and aging population. This shortage poses a severe threat to public health, necessitating immediate and strategic efforts to bolster nursing education and training in California.

To address this nursing shortage, the Legislature established the [Rebuilding Nursing Infrastructure \(RNI\) Grant Program](#) (Ed. Code, § 88770, et seq.; Stats. 2024, ch. 71 (SB 155)). The Program seeks to expand nursing programs and partnerships, address nursing shortages, and increase, educate, and maintain the next generation of registered nurses through the community college system.

PURPOSE

The Chancellor's Office is seeking applications from Districts that will address one or more of the following legislative priorities:

- 1) Develop or expand bachelor of science in nursing (BSN) partnerships,

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including established partnerships with the California State University, the University of California, or independent institutions of higher education.

- 2) Develop or expand associate degree in nursing (ADN) programs.
- 3) Develop strategies for recruiting, retaining, and training high-quality nursing faculty, including, but not limited to, offering incentives, including stipends and flexible working hours, to recruit and retain nursing faculty, and by providing professional development opportunities.
- 4) Develop strategies for increasing nursing program credentials, including, but not limited to, efforts to address noncompliance issues raised by the Board of Registered Nursing and to obtain accreditation from the Accreditation Commission for Education in Nursing.
- 5) Develop strategies for engaging and retaining nursing students, including, but not limited to, the integration of high-impact and diversity-, equity-, and inclusion-focused curriculum, the development of apprenticeship opportunities, and the expansion of student support services including basic needs assistance, mental health support, case management, counseling services, and specialized tutoring.
- 6) Develop strategies that facilitate the increase in the percentage of associate degree nursing to bachelor of science in nursing students, including, but not limited to, the development of strategies that strengthen the high school to community college nursing pipeline.
- 7) Purchasing equipment for nursing education programs.
- 8) Developing or scaling efforts that lead to additional clinical placements for nursing students.

ELIGIBILITY

California community college districts are eligible to apply for this grant. Multi-college districts must submit one separate application for each college within the district. Each college program is limited to the \$2,000,000 million cap for their respective program during the grant.

NURSING SHORTAGE AREAS

Under the RFA, the Chancellor's Office will prioritize grant funding for applicants located in underserved areas or regions experiencing a local nursing shortage as specified in [statute](#). The Chancellor's Office in collaboration with the Foundation for California Community Colleges (FoundationCCC) created [a map of nursing shortage areas](#). The map is intended to assist applicants determine whether they are in one of these designated areas as designated

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by the [California Healthcare Workforce Policy Commission](#). For ease of use, the map has been organized according to the Workforce and Economic Development (WEDD) regional structure: [Nursing Shortage Map - Foundation for California Community Colleges](#).

AWARD SELECTION AND PRIORITY

The Chancellor's Office will give priority consideration to:

- Applicants located in an underserved nursing area or a region with a local nursing shortage (college(s) located in areas designated by the California Healthcare Workforce Policy Commission as registered nurse shortage areas (RNSA)).
- Applications that expand existing bachelor of science in nursing partnerships with a campus of the California State University or the University of California.
- Additional priority considerations are listed in the "Priority Considerations" section.

GENERAL AWARD INFORMATION

Available Funding

\$57,000,000 is available in Fiscal Year 2024-25 to fund the RNI grant program, with no grant exceeding \$2,000,000 per college per award cycle. Grant funding is expected to be available for up to four additional years subject to available funding in the annual budget act. An Applicant receiving a grant in one application round is not prohibited from applying for and receiving a grant in subsequent application rounds.

Awardees may have up to two years to expend a grant. During a grant term, grant recipients are expected to fully expend grant funds while ensuring full transparency and accountability for all expenditures. Any unspent amount of the grant at the end of the two-year period of encumbrance shall revert to the Chancellor's Office.

Award Amount Considerations

The Chancellor's Office shall determine the amount of each grant. In determining the amount of the grant for a recipient, the Chancellor's Office shall take all the following factors into account:

- The applicant's requested grant amount.
- The applicant's score on the scoring rubric.
- The total amount of funding available for awarding.

Grant Term

The grant term is 24 months and is expected to run July 1, 2025 - June 30, 2027. The actual grant term will be specified in the grant agreement. All grant performance shall be completed by the end of the grant term, with grant invoices and final reporting

submitted no later than sixty days after the term ends.

APPLICATION

Due Date

The completed application, including any required forms and supporting documentation, must be submitted via the Chancellor's Office NOVA system on or before January 31, 2025, by 11:59 p.m. PDT, at which time the application system will close. No other forms of submission will be accepted. Incomplete and late applications will not be accepted.

Application Format and Instructions

The following instructions describe the content and format of the application. Only applications submitted via the NOVA system will be accepted. To receive the highest possible score and to prevent disqualification, the application instructions in NOVA must be followed, all questions answered, and all requested information supplied.

Applications will be screened to ensure they have met the minimum requirements, including the following:

- The application was submitted by a California community college district.
- The application was received by the submission deadline.
- The application was submitted in the required format with all required information.
- The application included appropriate signatures.
- The application included all sections, including a budget and budget justification.

Application Evaluation

All applications received on or before the final submission date and time will be evaluated as outlined below by a Review Committee appointed by the Chancellor's Office. The award of funds to Districts will be made based on applications that best serve the interests of the California Community Colleges. The Chancellor's Office reserves the right to modify and/or suspend any and all aspects of this procurement, to obtain further information from any District or person responding to the RFA, to waive any informality or irregularity as to form or content of this RFA or any related response, to be the sole judges of the merits of the applications received and to reject any or all applications.

Application Evaluation Criteria

Scoring will be conducted using a 110-point scale, which includes up to 10 points possible for applications that adequately address the Priority Considerations. Applications may be selected to be awarded in the order of highest review score to lowest review score. Applications must receive an average reader score of at least 75

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points to be eligible for award; however, receipt of this minimum score does not guarantee funding. The Chancellor's Office reserves the right to offer an award to Districts regardless of the application's rank in highest to lowest review score.

Sections	Maximum Points
Statement of Need	20
Grant Amount and Application for Use of Funds	
Amount Requested and Summary of Proposed Use	20
Work Plan	40
Budget	20
Priority Considerations	Up to 10
Total Possible Points	110

The sections of the application include:

1. Statement of Need (20 points)

- a) Identification of Need(s)
 - i. Provide a statement identifying the specific needs or problems the applicant faces regarding access to educating, supporting, graduating, or placing nursing students.
 - (1) Must include the college where the needs exist;
 - (a) Must demonstrate how the needs connect to one or a combination of the purposes listed in the "Purpose" section (page 3).
- b) Current Approach
 - i. A description of how the applicant is currently addressing the needs or problems described in Identification of Need(s) (1a above),
 - ii. What existing funds are currently supporting these efforts (including the Nursing Enrollment Growth and Retention Grant, Strong Workforce, Perkins, California Department of Health Care Access and Information (HCAI), etc.),

- iii. What existing funds are currently supporting these efforts (including the Nursing Enrollment Growth and Retention Grant, Strong Workforce, Perkins, HCAI, etc.). How receipt of this grant will supplement those efforts.

2. Grant Amount and Proposed Use of Grant Funds (60 points)

a) Amount Requested and Summary of Proposed Use (20 points)

Should include the grant amount requested and a summary description of the proposed use of the grant to address one or a combination of the purposes listed in the [“Purpose” section](#) (page 3), and how the proposed use will enhance and expand associate degree in nursing programs to cultivate, educate, and sustain the next generation of registered nurses.

b) Work Plan (40 points)

Specific plan of action for how the applicant:

- i. Will address the identified needs,
- ii. Implement strategies listed in the proposed use of the funds,
- iii. Achieve the specified purposes of the grant.

In the Work Plan section, the applicant must include a detailed plan describing the project’s annual tasks and activities, its timeline, the expected measurable outcomes and deliverables, and the individuals or positions who will be responsible for completing the tasks or activities for the annual tasks and activities. The work plan serves as the major foundation for linking the various pieces of the application together, to show how work will be conducted to achieve what is described in the Summary of Proposed Use. Where applicable, the plan should include the annual number of additional education slots to be added, or planned bachelor of science in nursing partnerships to be developed or expanded. Finally, it should describe how the grant recipient will sustain the final outcomes of the grant-funded work.

3. Budget Amount, Summary and Detail (20 points)

a) Provide a budget by object code with detailed descriptions.

NOVA allows for expenditure object code 1000-7000:

- 1000 – Instructional Salaries
- 2000 – Non-Instructional Salaries
- 3000 – Employee Benefits

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- 4000 – Supplies and Materials
- 5000 – Other Operating Expenses and Services
- 6000 – Capital Outlay
- 7000 – Other Outgoing Indirect Costs

Indirect costs should not exceed 4 percent and should be calculated as follows:

- $\text{Grant Amount} \div 1.04 = \text{Grant Operating Budget} \times 4 \text{ percent} = \text{Indirect Costs}$
- b) In addition to the budget above, include a breakdown of the amount and use of other funding sources that the applicant is using for nursing education programs, including apportionments, grants under the Nursing Enrollment Growth and Retention Program established in [Education Code Section 78261](#), other state or federal workforce grants, and private or in-kind funding sources.

4. Priority Considerations (up to 10 points)

- a) Applicants located in areas designated by the California Healthcare Workforce Policy Commission as registered nurse shortage areas (RNSA) are eligible for four priority consideration points.
- b) Applications that expand existing bachelor of science in nursing partnerships with a campus of the California State University or the University of California are eligible for four priority consideration points.
- c) Applications that sufficiently demonstrate viable plans for addressing up to two of the additional priority considerations below are eligible for up to two additional priority consideration points.

Four Point Priority Considerations	Possible Points (Up to 8)
Applicants located in an underserved nursing area or a region with a local nursing shortage.	4
Applications that expand existing bachelor of science in nursing partnerships with a campus of the California State University or the University of California.	4

One Point Additional Priority Considerations (No More Than Two of the Following)	Possible Points (Up to 2)
<p>Applications that develop new programs resulting in students qualified to sit for the NCLEX exam, including one or a combination of the following.</p> <p>(a) developing new or expanding current LVN to RN programs, or</p> <p>(b) developing partnerships with industry/labor partners for incumbent worker pathway development into nursing.</p>	1
<p>Applications with strategies for recruiting and retaining faculty, including one or a combination of the following:</p> <p>(a) a multi-college collaborative to deliver professional development for faculty,</p> <p>(b) development of partnerships that remove barriers for transition from BSN to MSN for faculty, or</p> <p>(c) leverage new minimum qualifications to diversify nursing faculty.</p>	1
<p>Applications that revise and/or update curriculum to integrate best practices in Diversity, Equity, Inclusion and Accessibility (DEIA) strategies and expand the use of immersive technology.</p>	1
<p>Applications with plans to address clinical placement shortages including one or a combination of the following:</p> <p>(a) development of multi-college/hospital clinical placements consortia,</p> <p>(b) increasing non-acute care clinical placements,</p> <p>(c) use of a centralized clinical placement system (CCPS) to streamline clinical placement allotment, or</p> <p>(d) hiring of a dedicated clinical placement coordinator to develop relationships with industry partners to expand/consolidate clinical placements.</p>	1

APPLICATION SUBMISSION

Submitting the Application In NOVA

To submit the application, please login using your existing NOVA account at [the NOVA website](#).

- If you are new to NOVA and would like to have an account created for you, use the [Access Request Wizard](#) to provide your contact information and details for the access you need.
- If you already have a NOVA account and require a modification to your access permissions, please submit a NOVA Support Request through the support portal.
- For additional support and technical assistance, please visit the [NOVA website help](#) to submit a NOVA Support Request ticket.

After logging into NOVA: Go to the sidebar menu; select “Rebuilding Nursing” then “Create Applications” then “Rebuilding Nursing Infrastructure Grant – Year 1.”

Click “Create Application” button to begin. You will be directed to choose your purpose to create the application.

Rejection of Application

The Chancellor’s Office reserves the right to reject any and all applications received. A grant application shall be rejected if:

- It is received at the Chancellor’s Office via electronic submittal in NOVA later than 11:59 p.m. on **January 31, 2025**, or is incorrectly submitted, or it is determined that the application is otherwise ineligible (ineligible applications may also be identified in the Intent to Award notification as an application receiving less than an average reader score of 75 points).
- The proposed budget amount exceeds \$2,000,000 per college.
- Any of the required components of the application are incomplete or not submitted.

REVIEW AND SELECTION PROCESS

The application review process will include workforce and economic development content experts and agency staff. A preliminary training session will be held for all panelists to ensure inter-rater reliability. Each application will be read and scored by a minimum of three reviewers. Each panel of three will review an evenly distributed amount of the total number of applications and will provide a total score for each application. A scoring rubric with clear scoring criteria will be provided to all review panelists.

Applications will be evaluated on the extent to which the application addresses the

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state's nursing shortages according to the application requirements.

Award decisions will be made by the Chancellor's Office WEDD Division.

CALENDAR OF KEY DATES

Information	Details
RFA Released:	November 15, 2024
Bidders' Conference:	December 4, 2024
RFA Questions Submission Deadline:	December 20, 2024
Deadline for Submitting Applications:	January 31, 2025
Announcement of Award:	March 2025
Grant begins:	July 1, 2025

BIDDERS CONFERENCE

The Chancellor's Office staff will host an informational Bidders' Conference Webinar to provide an overview of the application submission process and offer potential applicants an opportunity to ask additional clarifying questions. Only one webinar will be provided for the funding year. The webinar will be recorded for posting on the Chancellor's Office website. Failure to attend the webinar will not preclude the submission of an application.

Bidder's Conference Registration Information:

- Date and Time: December 4, 2024, 1:30 p.m. Pacific Time (US and Canada)
- Registration: [Use this link to register for the Bidder's conference.](#)

After registering, you will receive a confirmation email containing information about joining the webinar.

RFA Clarification

If any ambiguity, conflict, discrepancy, omission, or other error in this RFA is discovered, immediately notify WEDD and request a written clarification. Written questions concerning this RFA must be submitted by email to nursingapps@cccco.edu. Any addendum to the RFA will be posted on the [WEDD Grant Opportunities website](#).

Applicants are responsible for checking the WEDD Grant Opportunities website for any

updates to the RFA or FAQ. Applicants will not be notified via any other manner.

Written questions concerning the specifications and instructions in this RFA must be submitted by email to NursingApps@CCCCO.edu.

REPORTING REQUIREMENTS

Program Metrics

Given the purposes as listed in the [“Purpose” section](#) (page 3), the Chancellor’s Office will be tracking the following success metrics. Note that not all metrics apply to all the purposes, but recipients will be expected to track and share data that supports the following:

- 1) Number of students transferring to four-year BSN programs
- 2) Number of such transfer pathways
- 3) Number of students earning ADNs
- 4) Number of students enrolling
- 5) Demographics of enrolled students to include age, race, gender and language spoken at home
- 6) Number of students completing
- 7) Demographics of completers to include age, race, gender and language spoken at home
- 8) Program expenditures

Reporting Expectations

Grantees are expected to fulfill legislative requirements by maintaining and reporting required data and expenditures, and any other data requested by the Chancellor’s Office.

A condition of continued eligibility is the requirement of grantees to submit project updates and expenditure data to the state in a timely, thorough, and accurate manner. Refer to the timeline below for fiscal report due dates.

As a condition of receiving a grant, a recipient shall report on or before January 1, 2026, and each January 1 thereafter to January 1, 2030, inclusive, all data and information to the Chancellor's Office that the chancellor determines furthers the purposes of the program. A report submitted pursuant to this subdivision shall include all of the following:

- 1) The number of additional nursing education program enrollment slots created with the use of grants.
- 2) Student outcomes, including course success rates, persistence rates, graduation rates, NCLEX first time pass rate, and, if possible, employment placement outcomes.

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- 3) How the grant was used by expenditure category, as described [in the Purpose section](#) (page 3).
- 4) The extent to which the grant, combined with other funding sources, addressed regional workforce needs.

Expenditures and updates must be submitted in the NOVA system. Final Report Narrative and a Final Report of Expenditures are due in the NOVA system by August 31, 2026.

NOVA REPORTING DATES JULY 2025 – JUNE 2027 (24 MONTHS)

Due Date	Report Type
January 31, 2026	Expenditure and Progress Report due covering the period of July 1, 2025, through December 31, 2025.
July 31, 2026	Expenditure and Progress Report due covering the period of January 1, 2026, through June 30, 2026.
January 31, 2027	Expenditure and Progress Report due covering the period of July 1, 2026, through December 31, 2026.
July 31, 2027	Expenditure and Progress Report due covering the period of January 1, 2027, through June 30, 2027.
August 31, 2027	Final Report of Expenditures due.

AWARD ADMINISTRATION

General

Funding for all applicants will be provided in the form of a grant. All funds granted by the Chancellor's Office under this RFA may be used only for the purpose for which they are granted in accordance with the approved application and budget, regulations, terms and conditions of the award, applicable cost principles, Chancellor's Office assistance regulations, and other relevant provisions.

Notification of Awards

Intent to Award notification will be made only via an official Intent to Award Memo and posted on the [WEDD RFA webpage](#). Selection of an applicant to be awarded does not constitute approval of the grant application as submitted. Before the actual grant

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is awarded, the Chancellor's Office may request adjustments or modifications to the application and/or budget to be reflected in the grant NOVA work plan and agreement as necessary. The Chancellor's Office reserves the right not to fund any application related to this RFA for any reason. Chancellor's Office Board of Governors' approval is required before any grant may be awarded. The Board of Governor's approval date will be identified in the Intent to Award notification. Grant awards are not final until grant agreements are fully executed by the parties.

To sign up to receive WEDD Memos please [follow this listserv subscription process](#).

Appeals

As described in the Chancellor's Office Contracts and Grants Manual, an appeal of a grant award must be in writing signed by the college president or designee, or by the head of a non-district entity in those rare instances where such entities are eligible to apply under the RFA. The appeal must be emailed to the Vice Chancellor of the division responsible for funding the project (as identified in the RFA) within 10 business days after the date the notice of intent to award is posted. The appeal must specify the grounds of appeal and must be based on the process and/or procedures used in the review and recommendation of applications for awards. The Vice Chancellor shall review all the information submitted with the appeal, consult with the Office of the General Counsel, and render a decision within 30 calendar days of the date of receipt of the appeal. The decision of the Chancellor's Office is final.

Appeals shall be limited to the grounds that the Review Committee failed to correctly follow the specified processes for reviewing the application. The applicant must file a full and complete written appeal, including the process(s) in dispute. Incomplete or late appeals will not be considered. The applicant may not supply any new information that was not contained in the original application. Appeals should be submitted to the Vice Chancellor at ACordova@CCCCO.edu.

General Conditions

Respondent Inquires. During the RFA process (from release of this RFA to final award), applicants are not permitted to contact any Chancellor's Office employees unless to fulfill pre-existing contractual or other obligations. No gratuities of any kind will be accepted, including meals, gifts or trips. Violation of these conditions will constitute immediate disqualification. It is the responsibility of the applicant to inquire about any requirement of this RFA that is not understood. Responses to inquiries will be disseminated via webinar. Refer to cover page for applicant inquiry and response deadlines and Chancellor's Office contact.

Public Records. Applicants are hereby notified that the Chancellor's Office is a public agency subject to the California Public Records Act (CPRA) and any applications, or portions thereof, submitted to the Chancellor's Office in response to this RFAs may be subject to

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disclosure under CPRA.

Reserved Rights. The Chancellor's Office reserves the right to select any District or reject any District as determined by the Chancellor's Office; to make such selection without holding interviews or oral presentations; to request additional information; and to negotiate the final terms and conditions of a grant agreement with the selected Districts.

Oral Statements. The Chancellor's Office shall not be bound by oral statements or representations contrary to the written specifications.

Ownership and Use of Documents. All documents, reports, applications, submittals, working papers or other materials submitted to the Chancellor's Office from an applicant shall become the sole and exclusive property of the Chancellor's Office, in the public domain, and not the property of the proposer. An applicant shall not copyright, or cause to be copyrighted, any portion of any of said documents submitted as a result of this solicitation.

Execution of Grant. A grant shall not be binding on the Chancellor's Office until it has been approved by the Board of Governors, approved as to form by the parties' respective legal counsel, and fully executed by the parties.

Errors in Application. If applicant discovers an error in its application submitted in response to this RFA, it is the applicant's responsibility to present all corrections during the RFA window (the time following the RFA release and the date the RFA responses are due). Corrections received after the RFA window may result in disqualification from consideration.

CONTACTS

Further information may be obtained from the Chancellor's Office contacts indicated below. Information regarding this RFA obtained from sources other than these contacts may not be accurate. Email inquiries preferred.

Technical Assistance

Name: LaCandice Ochoa

Title: Dean, Workforce and Economic Development

Phone: (916) 323-1758

Email: LOchoa@CCCCO.edu

Name: Jennifer Xiong-Moua

Title: Community College Program Manager

Phone: (916)327-8721

Email: NursingApps@CCCCO.edu