

Mobile Learning Lab Assistance Program - FY17/18 Pilot

APPLICATION FOR GRANT

Please fill in all yellow shaded areas, submit responses for application components I through V and then save electronically.

Submitted by:

<input type="text"/>	<input type="text"/>
College Name	College Rep Name
<input type="text"/>	<input type="text"/>
Address	Signature
<input type="text"/>	<input type="text"/>
City/State/Zip	Date
<input type="text"/>	
Phone Number	

Mobile Learning Lab Assistance Agreement

As an authorized senior staff member for the attached Mobile Learning Lab Assistance project and application, I certify the following:

- I have read the MLL assistance program guidelines.
- I understand that if this application is approved, the Mobile Learning Lab Assistance Program may contribute up to \$600,000.00 toward the build-out of the lab as described in the application.
- I understand that the program is reimbursement based. (Documented and approved eligible expenses will be required for reimbursement)
- I understand that two MLL applications may be approved in FY 2018 and that approval will be based on a competitive nature.
- I understand that if this MLL assistance application is approved, **[Name of Lead Applicant Institution]** accepts full responsibility for completing the lab build-out as described in the application and that any change to the scope in the approved application shall require prior approval in writing from the Colorado Community College System and Office of Economic Development and International Trade.
- I understand that **[Name of Lead Applicant Institution]** is subject to forfeiture and/or reimbursement of MLL Assistance Program funds if the build-out goals are not met, or if **[Name of Lead Applicant Institution]** does not comply with the MLL Assistance Program policies on the MLL Assistance Program Fact Sheet.
- I certify that I am an employee of **[Name of Lead Applicant Institution]** and that I am authorized to enter into this agreement on behalf of **[Name of Lead Applicant Institution]**.
- The information contained in this grant application is true and complete to the best of my knowledge.

<input type="text"/>	<input type="text"/>
Signature of Authorized Community College Senior Staff Member	Email
<input type="text"/>	<input type="text"/>
Print Name	Date
<input type="text"/>	<input type="text"/>
Print Title	Telephone Number

Mobile Learning Lab Assistance Application

Please submit the following five components:

I. MOBILE LEARNING LAB PROJECT NARRATIVE:

- a. Mobile Learning Lab (MLL) description and training purpose/s
- b. Applicant's and Colorado industry's need for MLL
- c. Evidence of previous/current MLL education/training success
- d. Anticipated student/trainee population to be served by MLL
- e. Promotion/outreach activities to ensure MLL use by multiple companies in Colorado

II. MOBILE LEARNING LAB BUILD-OUT PLAN:

- a. MLL build-out timeline (including start and anticipated completion dates)
- b. Build-out Budget: Identify the following:
 - 40% cash match or in-kind capital equipment with supporting documentation
 - Projected contract costs (e.g., contractors, cab/truck, other)
 - Equipment, materials, software, etc. to be included in the MLL
 - Personnel costs
 - Total MLL build-out costs

III. ONGOING OPERATION BUDGET: REVENUE & COSTS per FISCAL YEAR:

- a. Number of anticipated students/trainees per year for the first two years of use
- b. Identification of fiscal agent (institution) if collaborative project
- c. Revenue: Please provide the following: number of classes / number of students / expected revenue, either per class or per student
- d. Costs: Please provide:
 - Projected annual maintenance costs / operational costs per class / personnel costs involved / other
 - Ongoing promotion/outreach activities for MLL with respective projected costs

IV. EDUCATION & TRAINING DESCRIPTION:

- a. Curricula – competencies, format, materials/software/equipment (may be addendum)
- b. Assessment(s) to determine skill proficiency
- c. Anticipated training length
- d. Credentials available to students/trainees through training completion
- e. Training provider(s) required credential/training experience

V. LETTERS of SUPPORT:

- a. Industry/company leaders that will be training employees with the MLL (minimum 3 letters)
- b. Partnering higher education institution(s) (if applicable)

APPLICATION SUBMISSION:

- Deadline: July 1, 2017
- Submit the complete application (completed Mobile Learning Lab Assistance Agreement and components 1-5) as a single PDF only. Additional attachments accepted.
- Scan and email the application to:
 - **Yvonne Gilstrap**, Colorado Community College System – yvonne.gilstrap@cccs.edu
 - **Simon Fox**, Office of Economic Development & International Trade – simon.fox@state.co.us

Incomplete and/or late applications will not be considered.

GRANT NOTIFICATION:

Grant applicants will be notified via email no later than within one month after application.