

ADVANCED MANUFACTURING SECTOR

Centers for Applied Competitive Technologies



SOLICITATION OF INTEREST and REQUEST FOR APPLICATIONS (RFA) FOR COLLEGES TO PARTICIPATE IN THE DOD CADENCE GRANT STUDENT INTERNSHIP/FACULTY EXTERNSHIP PROJECT

INTRODUCTION

Centers for Applied Competitive Technologies (CACT) as host and California Online Community College District, DBA Calbright College as fiscal agent for Project 9 of the Governor's Office Department of Defense (DoD) California Defense Ecosystem and National Consortium Effort (CADENCE) Grant is seeking applications for colleges to participate in a project to place student interns and faculty externs at California defense manufacturing community consortium firms.

NOTICE IS GIVEN:

That Centers for Applied Competitive Technologies (CACT), will receive applications from Community College Districts as outlined in this RFA via email to: rfa_apply@cact.org and alan.braggins@cact.org.

SUBMITTALS DUE: 5:00 P.M. Pacific Standard Time, April 16, 2021

Alan Braggins, Statewide Director Advanced Manufacturing
alan.braggins@cact.org

An informational webinar will be held on March 26, 2021 10-11 am PST providing an overview of the project and process for colleges to submit responses to this Solicitation of Interest and Request for Application (RFA). Below is the login information for the webinar:

DATE: March 26, 2021
TIME: 10-11 am PST
MEETING URL: <https://cccconfer.zoom.us/j/95820267759?pwd=UENINlJqNEZMS3RJQjc5SVJXN1ZYUT09>
MEETING ID: 958 2026 7759
PASSCODE: 446134
JOIN BY TELEPHONE: +1 669 900 6833 (US Toll) +1 346 248 7799 (US Toll) +1 253 215 8782 (US Toll)
+1 301 715 8592 (US Toll) +1 312 626 6799 (US Toll) +1 646 876 9923 (US Toll)

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Background

The CCC Advanced Manufacturing Sector Centers for Applied Competitive Technologies was selected to manage Project 9 (Internships/Externships for Dual Use Innovation) of the Governor's Office CADENCE grant (see attached CADENCE Grant Program Summary). The project involves placing 20 student interns and 10 faculty externs at California defense manufacturing community consortium firms.

Under this Solicitation of Interest and Request for Applications (RFA), the Advanced Manufacturing Sector is seeking ten (10) colleges to participate in the Student Internship/Faculty Externship Project. Each college selected to participate will receive \$8,500 (\$8,000 for faculty stipends plus \$500 for faculty travel expenses). The faculty externs/coaches will act as liaisons between the California defense manufacturing community consortium companies and student interns to oversee recruitment of student interns, help negotiate the scope of the student internships with the companies and advise the students as they perform the internships. In addition to the \$8,500 that the colleges will receive to cover faculty stipends and travel, the DoD CADENCE grant will provide 100% subsidies of student intern wages (up to 75 hours per business at a burdened rate of \$20/hr). The Foundation for California Community Colleges (FCCC) will act as the employer of record through their Career Catalyst Program and handle all payroll and workers compensation for the student interns. Students will also be encouraged to enroll in their college's work experience/work study programs to earn college credit for the paid internships.

Eligibility

Any of the 116 Community Colleges in California are eligible to apply. Faculty externs can be either full-time or adjunct faculty. Review [Scoring Rubric](#) for additional criteria for successful submission.

Scope of Work

- Identify at least one faculty member to act as faculty coaches for student interns and set up process for paying stipend to faculty.
- Selected faculty extern/coach will attend a faculty conference/orientation meeting planned for May 21, 2021 and participate in monthly Zoom community of practice meetings hosted by the , Statewide Director for Advanced Manufacturing, Statewide Director for Business and Entrepreneurship and the Project Coordinator.
- Recruit a minimum of two students to participate as student interns with DoD companies.
- Assist in matching student interns with DoD companies.
- Promote and assist students with enrollment in the college's Work Experience/Work Study course so that students can earn college credit for their work experience as interns.
- Faculty coach will work with the DoD companies and students to develop a scope of work for the internship project and then provide guidance and advising to the students in completing the internship project. The 75-hour internships must be completed by **August 31, 2022**.
- Submit final report documenting the results and outcomes of the project using provided final report template (see Appendix A).

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Payment for Services

California Online Community College District, DBA Calbright College will issue a \$8,500 subcontract and purchase order with the selected college awardees. The grantee district fiscal agent will invoice California Online Community College District, DBA Calbright College for expenses incurred quarterly with the final invoice due upon completion of the project and submission of the final report.

REQUEST FOR APPLICATIONS FORMAT

In responding to this request for applications, please include the items in the check list below:

Submittal Check List

- Cover letter signed by the responsible Dean briefly describing college's interest in participating in the student internship and faculty externship project, description of existing curriculum/programs or resources that may be relevant to implementing the project, and background of the faculty extern/coach proposed for the project.
- Resume(s) of the faculty externs/coaches (can be full-time or adjunct) proposed to participate in the project.
- Contact information for the work experience/work study coordinator at the college.

Please email (Microsoft Office or PDF format) one copy of applications to:

Alan Braggins
Statewide Director, Advanced Manufacturing
alan.braggins@cact.org

All documents required by this RFA must be received NO LATER THAN 5:00 P.M. Pacific Standard Time. April 16, 2021.

TENTATIVE SCHEDULE FOR SELECTION PROCESS

Solicitation of RFA released	March 12, 2021
Informational Webinar 10 - 11 am	March 26, 2021
Applications due no later than 5:00 P.M.	April 16, 2021
Notification of Awards	April 23, 2021
Sub-agreements approved by Calbright Board	TBD
Project Start Date	TBD
Orientation for Faculty Externs/Coaches	May 21, 2021

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Appendix A. Student Internship/Faculty Externship Final Report Template

Project Completion Date

August 31, 2022

Final Report and Final Invoice Due

August 31, 2022

Submit by email with final invoice, no later than August 31, 2022 to alan.braggins@cact.org

College: _____

Outcomes and results:

A. Use the table below to list the student interns who participated in the project:

Name of Student Intern	Hours Worked	Work Experience Credits earned	Name of DoD company and description of internship work

B. Describe any benefits derived by faculty extern/coach from working with the DoD companies and student interns (for example real world experience that can be brought back and incorporated into the classroom or curriculum).

C. List anecdotal information regarding the success of student internship/faculty externship project:

D. List any extenuating circumstances that prevented you from completing objectives of the project:

E. Describe your three greatest challenges you experienced in completing the internship project:

- 1.
- 2.
- 3.

F. Describe your three greatest successes from the student internship/faculty externship project:

- 1.
- 2.
- 3.

Anything else you wish to add: