

## TRAN\_KIM

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**From:** WASHINGTON\_DANIELLA  
**Sent:** Thursday, March 10, 2022 5:05 PM  
**To:** BEIDLEMAN\_TRACY  
**Subject:** Re: VRC Grant Semi-Annual Report & Amendment Update

Hi Tracy,

I am available Monday at 9am. Does this work for you?

Daniella M. Washington, M.A.  
[Peer Navigator Program](#)-Counselor  
[Veterans Success Center](#)-Project Manager  
Santa Monica College

"Our deepest fear is not that we are inadequate. Our deepest fear is that we are powerful beyond measure. It is our light, not our darkness that most frightens us. We ask ourselves, Who am I to be brilliant, gorgeous, talented, fabulous? Actually, who are you *not* to be?" -Marianne Williamson



[R sw0lg#r#7vd | #F rgqhfwhg#0#V P F #J R #lss](#)

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**From:** BEIDLEMAN\_TRACY <BEIDLEMAN\_TRACY@smc.edu>  
**Sent:** Thursday, March 10, 2022 4:59 PM  
**To:** WASHINGTON\_DANIELLA <WASHINGTON\_DANIELLA@smc.edu>  
**Subject:** RE: VRC Grant Semi-Annual Report & Amendment Update

Hello Daniella,

I hope you are well. Thank you again for sharing the report and amendment update. I would appreciate an opportunity to touch base with you concerning the project and to ask a few questions.

Please let me know if you have some time in the upcoming week.

Best regards.

Tracy

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**From:** BEIDLEMAN\_TRACY <BEIDLEMAN\_TRACY@smc.edu>  
**Sent:** Monday, February 14, 2022 1:29 PM  
**To:** WASHINGTON\_DANIELLA <WASHINGTON\_DANIELLA@smc.edu>  
**Subject:** RE: VRC Grant Semi-Annual Report & Amendment Update

Hi Daniella,

I am well and I hope you are too.

Thank you for sharing the reports. I appreciate it.

I will let you know if I have any questions.

Best regards,

Tracy

**Tracy Beidleman**  
**Director of Grants | Institutional Advancement**  
**310-434-4180**  
[Beidleman\\_Tracy@smc.edu](mailto:Beidleman_Tracy@smc.edu)

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**From:** WASHINGTON\_DANIELLA <[WASHINGTON\\_DANIELLA@smc.edu](mailto:WASHINGTON_DANIELLA@smc.edu)>  
**Sent:** Monday, February 14, 2022 1:24 PM  
**To:** BEIDLEMAN\_TRACY <[BEIDLEMAN\\_TRACY@smc.edu](mailto:BEIDLEMAN_TRACY@smc.edu)>  
**Subject:** Fw: VRC Grant Semi-Annual Report & Amendment Update

Hi Tracy,

I hope you are doing well. You will have a few emails from me as I submitted our Semi-Annual Narrative and Expenditure Statement to the Chancellor's Office. I CC'ed you on the emails so that you have it for your records.

I am also forwarding you this email so that you are aware of the upcoming final report deadline and updates regarding the contract extensions that Chris Bonvenuto is expected to receive soon.

Hope this all helps! Feel free to ask any and all questions if you need clarification.

Daniella M. Washington, M.A.  
[Peer Navigator Program](#)-Counselor  
[Veterans Success Center](#)-Project Manager  
Santa Monica College

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**From:** McClenahen, Heather <[HMcClenahen@cccco.edu](mailto:HMcClenahen@cccco.edu)>  
**Sent:** Monday, February 7, 2022 12:57 PM  
**To:** WASHINGTON\_DANIELLA <[WASHINGTON\\_DANIELLA@smc.edu](mailto:WASHINGTON_DANIELLA@smc.edu)>  
**Subject:** RE: VRC Grant Semi-Annual Report & Amendment Update

CAUTION: This email originated outside SMC.

Hello Daniella,

Apologies that this message did not reach you, it was sent to the VRC leads that were identified in the VRC survey that went out last December. I have attached the most recent email regarding the VRC reports.

I just checked on SMC contract amendment, it is being routed through legal, and I can email you when this is sent to your college for signature. Again, sorry for the delay we are using a new contract system and are experience delays.

You are permitted to submit two invoices. We will just need a recent semi-annual report to accompany the invoices. Details are in the attached email.

Please let me know if you have any questions?



**Heather McClenahen**

**Specialist in Student Services and Planning**

Veterans Services

O 916-327-0075

[hmcclenahen@cccco.edu](mailto:hmcclenahen@cccco.edu)

California Community Colleges Chancellor's Office  
1102 Q Street, Sacramento, California 95811

**From:** WASHINGTON\_DANIELLA <[WASHINGTON\\_DANIELLA@smc.edu](mailto:WASHINGTON_DANIELLA@smc.edu)>  
**Sent:** Monday, February 7, 2022 12:32 PM

To: McClenahan, Heather <[HMcClenahan@cccco.edu](mailto:HMcClenahan@cccco.edu)>  
Subject: Fw: VRC Grant Semi-Annual Report & Amendment Update

**[External Email: Do not click any links or open attachments if you do not trust the sender and know the content is safe]**

Good Afternoon Heather,

I hope you are doing well. I wanted to follow up with in regard to the below email. Our VSC Faculty Leader received this notification, but it was meant for me. I had a few questions.

- Have the Contract Amendments been sent?
  - I have not received any notification.
  -
- Are we able to submit two invoices?
  - We would like to submit invoices for March 2021-June 2021 and the July 2021-December 2021.

Thank you in advance for assisting me and answering my questions.

Daniella M. Washington, M.A.  
[Peer Navigator Program](#)-Counselor  
[Veterans Success Center](#)-Project Manager  
Santa Monica College

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**From:** McClenahan, Heather <[HMcClenahan@cccco.edu](mailto:HMcClenahan@cccco.edu)>  
**Sent:** Thursday, January 13, 2022 2:58 PM  
**To:** Veterans <[Veterans@CCCCO.edu](mailto:Veterans@CCCCO.edu)>  
**Subject:** VRC Grant Semi-Annual Report & Amendment Update  
**Importance:** High

CAUTION: This email originated outside SMC.

Hello and Happy New Year!

This email is to update you on two items regarding your college's Veterans Resource Center grant 18-053.

- 1) Contract Amendments are still processing, these will be sent out as early as next week for signature to the individual you indicated as the signer from your CCD. The Program Director will also be copied on the message alerting you that this has been sent. The email will come from [cccco@simpligov.com](mailto:cccco@simpligov.com).
- 2) Reporting – All colleges receiving this message will have their contract extended to June 30, 2022 and the following reports due below.
  - Semi- Annual Narrative and Financial Report – **DUE FEBRUARY 15, 2022** for the reporting period of July 1, 2021-December 31, 2021.
    - Progress payment invoices may also be submitted with the semi-annual report. All details about submission are included in the attached reporting template.
  - Final Narrative and Financial Report – **DUE JULY 30, 2022**
    - Final invoices are also due July 30, 2022.
    - Invoice template is attached, you do not have to use this template as long the same information is included on your template.
  - Please note-
    - Progress payment invoices and final invoices will not be processed unless a semi-annual and final report have been submitted with the invoices.
    - Please make sure that the “Dates Services Rendered” section of the invoice does not overlap with any other invoices previously submitted.
    - Please make sure to include your grant number 18-053-XXX (last three numbers are unique to your college).

Please feel free to contact me should you have any questions.

Kind Regards,



**Heather McClenahen**

**Specialist in Student Services and Planning**

Veterans Services

☎ 916-327-0075

[hmcclenahen@cccco.edu](mailto:hmcclenahen@cccco.edu)

**California Community Colleges Chancellor's Office**  
1102 Q Street, Sacramento, California 95811

# Grants Office Project Manager Update

**Date:** 3/14/2022

**Project Manager:** Daniella Washington

**Funding Agency:** Proposition 98 General Fund

**Project Title:** Veterans Resource Center Grant Program

**Report Due Date:** 2/14/2022

**Report Timing:** 2022

Monthly - N/A

Quarterly  (Jul – Sep (Q1) ;  Oct – Dec (Q2);  Jan – Mar (Q3);  Apr – June (Q4)

Semi-Annual -

Annual - 2022

**Is this a final report?** Yes  No

## Summary:

- Have one more report then done – chancellors office will not be doing any more veterans funding
- Initially her position was supposed to end in December – funding now remaining is to cover her salary
- She is extended to June 2022
- Still working on new student orientation, planning, transfer celebration, annual student survey

- No new projects to be initiated during the interim.
- Certain activities did not get accomplished due to COVID
- New funding is going to be student enrollment based through new funding – now receiving for the past three years
- Was supposed to be a two-year grant – extended through the new programming model
- Enrollment based on the veterans in the program
- Can support additional counseling for the program and project oversight
- Nick still wants to fund the position – trying to figure out how to pay for the position
- **Next report is due June 30, 2022 – this will be a final report**
- She will compile all pictures and activities for a final report
- Every spring due annual report with Hannah Lawler
- On-line tutoring came out of this grant. There will be a three-year contract for the offering of on-line tutoring. Started March 2020. Second contract to be signed for extension of tutoring
- New student orientation implemented – will now be on-line
- Making sure the activities of the grant continue beyond the grant completion

- Who will be overseeing after the grant is over?
- Nick Mata and Kevin Benitez are trying to see if the project can be budgeted through institutional funding. Long term plan from Nick is to convert to a director role – this is the plan of the program as a requirement under the Chancellors office – not currently in compliance
- Nick is working with Chris and Mike to develop this area
- Accounting puts together the financial report and Daniella sends out
- Daniella prepares the narrative report