GRANT FUNDING REQUEST FOR COMMUNITY SERVICE ORGANIZATIONS

2019 FUNDING REQUEST/CERTIFICATION FORM

ORGANIZATION NAME: Prince William Sound College	PHONE: 907-834-1620
ADDRESS: PO Box 97, Valdez, Alaska	_{ZIP:} 99686
CONTACT PERSON: Dr. J. Daniel O'Connor	PHONE: 907-834-1662
CONTACT PERSON E-MAIL: jdoconnor@alaska.edu	
PROGRAM TITLE: College	
FUNDING REQUEST FOR 2019: \$890,000.00	
Non-Profit Corporation? Yes X No Date of incorporation: 1978 Federal Tax	(ID #: <u>92-6000147</u>
2. Organization's estimated TOTAL 2019 operating budget: \$5	,100,000 (PWSC FY20)
3. Historical Funding and Membership Information	

	Total CSO Budget	City Funding	City % of Total	# of Members
2016	\$5,800,000	\$758,273	13.07	
2017	\$5,073,000	\$810,000	15.97	
2018	\$5,097,500	\$820,000	16.09	
2019	\$5,100,000	\$890,000	17.45	

4. What was previous grant funding used for? Be specific.

3	See attached document titled: Strategic Goals and Accomplishments		

ATTACHMENTS: (label as indicated)

- Copy of your organization's most recent fiscal year end financial statements including balance sheet and profit and loss, and sources and uses of revenues. These statements must also show all accumulated fund balances for all of the organization's assets. (label page 2)
- Copy of balance sheets from three prior fiscal years. (label page 3)
- Copy of your organization's estimated current operating budget, including revenues and expenditures. (label page 4)
- Copy of proposed 2019 budget, including revenues and expenditures. (label page 5)
- Copy of your organization's balance sheet and profit and loss as of 6/30/2018

CERTIFICATION:	(must be signed by both individuals
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I certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of my knowledge.

James Cann	8.31.18
EXECUTIVE DIRECTOR (or equivalent)	DATE
PRESIDENT, BOARD OF DIRECTORS (or equivalent)	DATE

PROGRAM INFORMATION

ORG	GANIZATION NAME: Prince William Sound College
Prog	ram Title: College (see attachments)
Comple	ete section below. Limit comments to this page.
1.	Summarize the program you are proposing. (You will provide the details in the scope of services form.
2.	Briefly, but specifically, describe why the program to be funded under this proposa is needed and how it will benefit the Valdez community. Is this a new or existing program? How have you determined the need for your program?
3.	Is this program year-round, seasonal, or a one-time event?Schedule: Beginning date:Ending date:
4.	Estimated number of people to be served by this program? Provide formula for estimate:
5.	Target population served: (ie: youth, adult, Senior Citizens, disadvantaged, etc.)
6.	Is membership in your organization required for participation: Yes No
7.	Fee to participant: Member \$ Non-Member \$
8.	Number of paid program staff: Full-time Part-time Temporary

Any other comments v	ou would like to make about y	AOTIL DEGGEORG
	ou would like to make about y	our program?

OPERATING EXPENSES OF PROPOSED PROGRAM

(Budget Form #1)

Program Expenses:	Budget Budget	<u>Breakdown</u>
PERSONAL SERVICES: Salaries/wages Employee benefits Other:	\$	\$ \$ \$
CONTRACTUAL SERVICES: Reproduction/copying Equipment rental Data processing Dues/subscriptions Contractual services Professional fees & services Other:		\$\$ \$\$ \$\$
OTHER SERVICES: Volunteer services Communications/postage Printing Advertising/promotion Electricity Heating Travel/transportation Other:	\$	\$\$ \$\$ \$\$ \$\$
COMMODITIES: Clothing Office supplies Building maintenance Operating supplies Parts & supplies - equipment	\$	\$ \$ \$ \$
OTHER CHARGES/EXPENSES: Insurance Contingencies Training Rent Capital equipment Office equipment Other expenses:	\$	\$\$ \$\$ \$\$ \$\$
TOTAL COST FOR OPERATION OF THIS PROGRAM:	\$	

FUNDING SOURCES FOR PROPOSED PROGRAM

(Budget Form #2)

This program budget covers the period of		to	
SOURCES OF PROGRAM FUNDING	GOAL AMOUNT	<u>%</u>	COMMITTED (Y/N)
Parent Organization	\$		
Gifts and Contributions	\$		-
Membership Dues	\$		
Fees & charges to participants	\$		
Private sector grants (specify source and date of award)	\$ \$ \$		
Fundraisers (specify major fundraising events/programs)	\$ \$ \$		
Subtotal of Financial Support for this program:	\$		
Supplemental Funding Requested from City of Valdez:	\$		
TOTAL FUNDING FOR OPERATION OF THIS PROGRAM:	\$	100%	

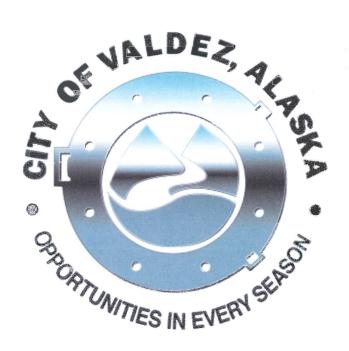
NOTE: Projected program financial support should meet or exceed projected program expenditures. If not, you must provide an explanation. If the financial support is projected to exceed the expenditures by a substantial amount, please provide an explanation as to why grant funds are being requested for this program.

SCOPE OF SERVICES

Timeline	OUTCOMES for 2019 (What do you plan to accomplish in 2019 - be specific)		
8			

Attach additional pages if necessary

Definition: Outcome - End product or result accomplished.



COMMUNITY SERVICE ORGANIZATIONS 2019 GRANT REQUEST

BY



The mission of Prince William Sound College is to use its unique resources and magnificent landscape to enrich the lives of our students and our communities.

Located in Valdez, Alaska, with centers in Cordova and the Copper River Basin, PWSC provides access to a variety of educational and training opportunities in a geographically rich, culturally diverse, and inclusive environment.

Prince William Sound College attracts people with an adventuresome spirit who want to combine the love of outdoor activities with the opportunity to achieve their academic and career goals.

PWSC is part of the University of Alaska System, governed by the University Board of Regents and is a community campus of the University of Alaska Anchorage (UAA). Under the accreditation umbrella of UAA, PWSC is held to standards defined by the Northwest Commission on Colleges and Universities (NWCCU). PWSC retains the autonomy to make local decisions in areas such as academic programming, college staffing, and community engagement in civic, cultural, and recreational venues.

Through annual program reviews and assessments, PWSC evaluates its institutional and organizational effectiveness in a continuous quality improvement model to determine its ability to serve the residents of the City of Valdez. As a result of this process, and with the guidance of University and College leadership, the following goals for the 2018-2019 Academic Year have been identified:

Strengthen infrastructure, partnerships, and programs that build enrollment and support student success.

- Empower and train personnel to serve as recruiters and mentors.
- Assist graduates and current students with career readiness, internships, and job placement.
- Seek opportunities to embed students and staff into local communities.
- Design and implement programs that tailor to the needs of our local youth and community.
- Align academic and workforce programs with economic diversification efforts in the Prince William Sound region.

Foster best practices that promote a culture of institutional excellence in teaching, learning, and service.

- Advance a culture of excellence that inspires and enables student, faculty, and staff success.
- Implement best practices to ensure quality instruction.
- Create opportunities for partnerships with outside entities, sharing educational, physical, and instructional staff resources.
- Embed opportunities into the academic culture and campus life activities to strengthen students' sense of civic engagement.

Utilize resources to enhance and maintain campus vitality.

- Employ a forward leaning approach to effectively brand PWSC to potential students.
- Refine onboarding processes for new personnel.
- Analyze and improve the college's physical facilities.
- Explore additional funding opportunities that creates high-demand programs to help Alaskans achieve their personal and vocational goals.
- Optimize opportunities to bring the PWSC mission statement alive.

STATEMENT OF NEED

Financial support to PWSC from the City of Valdez has consistently provided necessary support the ongoing mission to be this community's college. In fulfilling this mission, and with this financial support, PWSC will continue to contribute to the City of Valdez strategic and economic goals by:

- Effectively and efficiently using its assets, resources, and human capital to support a responsible, sustainable future for the College. PWSC employees are committed to providing affordable access to higher education, enhancing opportunities for student success, and integrating innovative teaching and learning strategies to prepare the future workforce and leaders in this community.
- Promoting civic responsibility by encouraging our faculty, staff, and students to be actively
 and enthusiastically engaged in the activities that are part of the traditions of this City. The
 PWSC family has been and will continue to be leaders and volunteers in signature events
 such as the Empty Bowl Project, AVV Women of Distinction, Valdez Arts Council, May
 Day Fly-In, Relay for Life, and Gold Rush Days.

- Supporting the community of Valdez in maintaining and building a healthy, diverse economy. PWSC creates economic stimulus through events and programs such as the Last Frontier Theatre Conference and the Vegas in Valdez Archery Tournament.
- Conducting fishing vessel training for oil spill response throughout Prince William Sound preparing 1,200-1,500 fishermen every year; and
- Providing access into the critical career pathways of nursing, millwright, construction, and maritime trades.

Request: The City of Valdez funding is used to stabilize the College's base operating budget and support programs that are not available to most residents in other parts of the state. Working within the current budget challenges the College is requesting \$820,000 to support continued delivery of:

- Associate's degrees for transfer, job placement, and/or advancement in fields such as Allied Health and Outdoor Leadership professions;
- Bachelor's degree pathways through partnerships with other colleges and universities in the University of Alaska system;
- Occupational certificates that give students the knowledge, experience, and skills necessary
 to meet the workforce needs of our community and employment opportunities around the
 state;
- Professional Development and Community Enrichment classes, workshops, seminars, and cultural activities;
- The Health and Fitness Center that enrolled 360 individuals in the annual fitness program and many others in the 4-month and 6-month fitness programs. In addition to the fitness program, 26 individual classes were offered, of which 20 of those classes were offered at no cost to the participant;
- The Maxine & Jesse Whitney Museum that welcomed 6,564 visitors from May 2017 to September 2017;
- The 26th Annual Valdez Last Frontier Theatre Conference that attracted 220 participants and presented live theatrical performances for the citizens of Valdez and tourists from around the world; and
- Employment for 64 faculty and staff (full- and part-time) living in Valdez with an annual payroll of approximately \$3.2 million dollars, including benefits.

Request: Concurrent enrollment in dual credit classes for high school students in the Valdez City Schools has grown significantly over the past academic years. With direction from the Superintendent and Principal at Valdez High School, PWSC is requesting \$70,000 for tuition and fees to support motivated students, and their families, to generate a University transcript with college-level courses. This will clarify the accounting process and streamline the billing procedures.

CONCURRENT ENROLLMENT AT VALDEZ HIGH SCHOOL

Fall 2015		Spring 2016	
Head Count	Credit Hours	Head Count	Credit Hours
59	307	39	167

Fall 2016		Spring 2017	
Head Count	Credit Hours	Head Count	Credit Hours
53	230	59	292

Fall 2017		Spring 2018	
Head Count	Credit Hours	Head Count	Credit Hours
62	205	73	375

Placeholder Request: PWSC continues to be involved in planning sessions to create a vision for the city into the future. The College wants to continue to be an engaged partner with the City of Valdez to build the skilled workforce necessary for the diversification of the local economy through the expansion of career and technical programs. PWSC is not asking for funding but the College believes that they can make a significant contribution to the future of the city if there is a collaborative investment in programs like:

- Construction Academy
- Allied Health & Emergency Response
- Marine and Maritime Trade

CURRENT PROJECTED PWSC FY19 BUDGET SUMMARY

July 2018 - June 2019

EXPENSE		REVENUE	
PERSONNEL SERVICES	\$3,680,000	GENERAL FUNDS	\$2,667,000
TRAVEL	\$59,500	TVEP	\$114,000
CONTRACTUAL SERVICES	\$953,000	AUXILIARY SERVICES	\$388,000
COMMODITIES	\$308,000	TUITION	\$615,000
EQUIPMENT	\$45,000	STUDENT FEES	\$154,000
MISC	\$52,000	UA RECEIPTS	\$1,159,500
EXPENSES TOTAL		REVENUE TOTAL	\$ 5,097,500

Note: City of Valdez 2019 Grant Request is for PWSC's FY20 operating budget period beginning July 1, 2019 and ending June 30, 2020.

PROJECTED PWSC FY20 BUDGET SUMMARY

July 2019 - June 2020

EXPENSE		REVENUE	
PERSONNEL SERVICES	\$3,700,000	GENERAL FUNDS	\$2,700,000
TRAVEL	\$60,000	TVEP	\$120,000
CONTRACTUAL SERVICES	\$930,000	AUXILIARY SERVICES	\$400,000
COMMODITIES	\$300,000	TUITION	\$600,000
EQUIPMENT	\$60,000	STUDENT FEES	\$160,000
MISC	\$50,000	UA RECEIPTS	\$1,120,000
EXPENSES TOTAL	\$ 5,100,000	REVENUE TOTAL	\$ 5,100,000

Note: City of Valdez 2018 Grant Request is for PWSC's FY19 operating budget period beginning July 1, 2018 and ending June 30, 2019.

BUDGET SUMMARY DESCRIPTIONS

Expense:

Personnel Services: Employee labor costs for faculty, staff, and temporary staff including benefits.

Travel: Expense for college business travel including relocation allowance for recruitment of new employees.

Contractual Services: Includes contracts for services such as utilities, alarm monitoring, professional services, etc.

Commodities: Consumable supplies such as paper, office supplies, teaching supplies, small equipment, facility maintenance parts and small tools, computers, etc.

Equipment: Cost of equipment over \$5,000 that has a useful life span exceeding one year, capital investment for buildings.

Miscellaneous: Entertainment, debt service, cost overruns on restricted funding, etc.

Revenue:

General Funds: State of Alaska UA allocation.

TVEP: Technical Vocational Educational Program. Alaska Dept. of Labor & Workforce Development allocation.

Auxiliary Services: Student Housing, Health & Fitness Center operation revenues

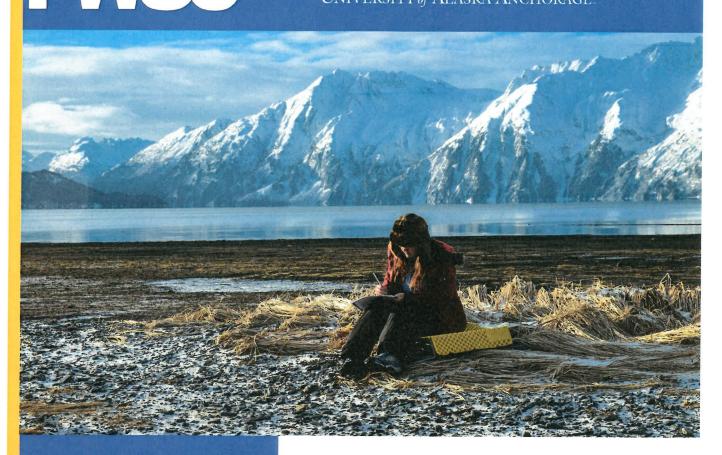
Tuition: Revenue derived directly from tuition for credit courses

Student Fees: Revenue assessed students for services, course materials, technology, etc., that directly support student experience and success.

UA Receipts: Revenue from City and other local government sources, interagency receipts, sales of services to other entities, sponsored project cost recovery, museum gift sales, etc.



PRINCE WILLIAM SOUND COLLEGE UNIVERSITY of ALASKA ANCHORAGE.



STRATEGIC GOALS
2018-2019
AND
2017-2018
ACCOMPLISHMENTS

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2018-2019 Strategic Goals



FAST FACTS

- PWSC was founded in 1978 and joined the University of Alaska Anchorage as the fourth community campus in 2015.
- PWSC provides individualized attention with a student-tofaculty ratio of 9:1.
- PWSC offers an Associate of Arts designed for transfer, as well as unique programs in outdoor leadership and industrial technology with focus on millwright and oil spill response training.
- PWSC has access to Fisheries
 Technology, Nursing and other
 programs within the UA system.
- PWSC hosts the Annual Valdez Last Frontier Theatre Conference, with participants coming from as far away as Greece and Australia.

Strengthen infrastructure, partnerships, and programs that build enrollment and support student success.

- Empower and train personnel to serve as recruiters and mentors.
- Assist graduates and current students with career readiness, internships, and job placement.
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2017-2018 HIGHLIGHTS



The Valdez Last Frontier Theatre Conference wrapped up its twenty-sixth year. Around 220 participants attended. Over

half were Alaskans, but others came from across the country, Ireland, Rome, and Australia. They had access to seven evenings of live theatre, fifty seven developmental play readings, and seventeen 90-minute classes, as well as the Monologue Workshop, the Ten-Minute Play Slam, and the late night Fringe Festival. UAA Theatre graduate Dawson Moore coordinated the event for the sixteenth time. Moore was accepted into the National Theatre Conference in 2017. This organization is comprised of distinguished members of the American theatre community, who represent both professional and academic theatre institutions as well as independent artists.



PWSC's Museum & Community Engagement Coordinator Wendy Goldstein was awarded UAA's Staff Recognition Award.

Eight fellow employees nominated her. She was honored for being a good ambassador and going above and beyond.



Nineteen 3rd – 12th grade teachers from around Alaska traveled to PWSC in Valdez for a content rich

week of standards-based math instruction using the ALEKS mathematics learning and assessment tool. Individual and group instruction was balanced between pedagogical training for ALEKS and broadening participants' knowledge to use place-based education as a method to engage students. The design of the bifurcated approach was to equip participants with skills to improve their students' mathematical performance. Teachers will follow-up in the fall with classroom lessons and provide evidence ensuring successful implementation of the material taught during the summer professional development.

2017-2018 ACCOMPLISHMENTS

Optimize Opportunities to Bring the PWSC Mission Alive

- Provided workforce development computer training (computer basics, Word I & II, Excel I & II) for both Copper River Native Association and Silver Bay Seafoods.
- Received United Way funding for community enrichment classes, Health and Fitness Center programming, and Healthier Valdez.
- Hosted a ceramic ornament class for the holidays, which reached over 100 community members.
- Provided Wilderness First Aid and Wilderness First Responder Refresher classes for the National Park Service in Wrangell St. Elias.
- Partnered with Alaska SeaGrant to bring Outboard Engine Maintenance class to Valdez.
- Collaborated with the Alaska Department of Natural Resources to deliver Water and Boating Safety, Alaska Water Wise, and Kids Don't Float training to Valdez.
- Hosted a table at the Coast Guard meet and greet in the fall of 2017.
- Staff and students participated in the Alyeska Zombie Run to help raise funds for Valdez United Way.
- Supported student leadership opportunities and provided administrative guidance for the creation of student life events. They focused on bringing together housing and commuter students with the larger PWSC and Valdez communities. Examples include volunteering at the animal shelter; participating in Sexual Assault Awareness Month 2018; hosting numerous self-care and game nights; snowshoeing at the Valdez Glacier; attending Advocates for Victims of Violence's Women of Distinction ceremony; and assisting with Healthier Valdez programs.

- Hosted an event at student housing to share information about internship opportunities with the Bureau of Land Management Glennallen Field Office and other local organizations.
- Empowered current students to act as ambassadors to prospective students, staffing informational booths, assisting with mailing campaigns, and general outreach.
- All student employees at the Health and Fitness Center and the two resident advisors at student housing participated in the Alaska PEAK (Purposeful Engagement, Assessing Knowledge) program.
- Provided professional development opportunities for Health and Fitness Center staff to receive AFAA Personal Fitness Trainer certification, including a discount for registration, textbooks, and support of a study group.
- Installed new furniture in the student common area to create a more inviting environment for students to meet and study.
- Hosted world class UA Olympic Archery Coach George Ryals at the Annual Vegas in Valdez Archery Tournament. His seminar and workshops drew attendance from across Alaska and as far as Washington.
- Increased student credit hours by 1.2%, while UAA decreased by 4.7% and UA decreased by 5.5%
- Increased grant-funded revenues by 6%.
- Decreased operational expenses by 6.2%. PWSC has one of the lowest operational costs (cost/state appropriation) in the UA system.









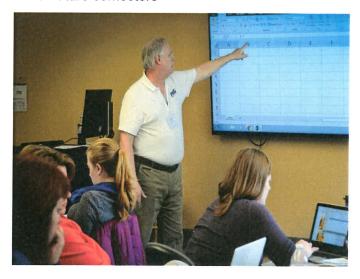




Improve Institutional Processes to Ensure a Sustainable Future for the College

- Participated with a UAA work team to streamline continuing education offerings.
- Formalized a communication plan to send regular communications about PWSC to prospective students.
- Student affairs staff and PWSC faculty collaborated on a letter campaign for prospective students.
- Designed and mailed recruitment postcards to a list of names purchased through College Board targeting outdoor leadership and millwright students. Approximately 1,000 postcards were sent to potential outdoor leadership students and 250 were mailed to potential millwright students.
- Mailed 1,772 recruitment letters/packets/ postcards to prospective students in an effort to increase our inquired-to-applied rate.
- Implemented an application fee waiver campaign to increase applications.
- Refined recruitment campaigns for the outdoor leadership program on Instagram, resulting in a significant increase of inquiries and applications, with a decreased cost per lead.
- Created and implemented recruitment campaigns on social media platforms for the Millwright program.
- Created a PWSC Continuing Education
 Facebook Group to increase enrollment in
 continuing education courses, helping members
 stay informed on upcoming workshops, classes,
 and events.
- Regularly posted college highlights on social media platforms to increase brand awareness and strengthen the brand image.
- Streamlined the internal/external reservation process for guest and conference services to increase revenue.
- Examined processes for student activity planning and made changes, resulting in increased

- student input and departmental collaboration.
- Health and Fitness Center implemented ASAP as a registration tool for special interest classes.
- Implemented temporary Wi-Fi networks for special interest classes and guest and conference housing needs to allow non-student customers better Internet access.
- Moved the primary computer lab to a new location. Deployed new computers and peripheral equipment in the lab, as well as decommissioning the secondary computer lab.
- Worked with UAA-OIT to pilot use of System Center Configuration Manager (SCCM).
 Installed a controller that pushes updates to computers in the network, as well as streamlining imaging for new computers.
- Developed a weekend facility staff schedule to support weekend activities, provide facility support, safety, and security.
- The Office of Administrative Services logged ten process assessment improvements, ranging from internal processes such as phone bill distribution to writing computer queries using the TOAD database management system, to student late fee incentives that reduce staff delinquent account collection time, increase student account payments, reduce costs to students, and encourage student reenrollment for future semesters













Strengthen Academic and Career Programs

- Held "Math for Teachers 2018," with 19 certified teachers from school districts throughout Alaska attending. This program serves as a foundation for PWSC to enter into paraprofessional training and teacher recertification efforts.
- Hosted a PWSC informational booth at the First Alaskans Institute Elders and Youth Conference and the Bristol Bay Native Corporations' Annual Shareholders Meeting and Career Fair.
- Participated in the Prince William Sound Traveling Health Fair in Tatitlek.
- Updated two classrooms with new furniture and instructional tools.
- Hosted an informational booth at the Alaska School Counselor Association (ASCA) Counselor Conference, networking with high school counselors across the state to market PWSC and recruit students.
- Health and Fitness Center staff worked with academic affairs staff to offer 10 for-credit classes that produced 93 credit hours, and provided preferential scheduling for these classes.
- Hosted an informational booth at the Department of Labor Veterans Job Fair.
- Hosted an informational booth about our educational programs and internship opportunities in natural resource management at the Fall and Spring Joint Base Elmendorf-Richardson (JBER) Education Fairs in Anchorage.
- Offered a commercial drone pilot ground school course for the first time, which will be repeated this upcoming fall semester with upgraded drones thanks to a \$15,000 grant from Valdez United Way.
- Constructed a demonstration kitchen that provides opportunity for expansion of culinary workshops, community programming, and college events.

- Completed work on a TAACCCT grant from the Department of Labor as part of our partnership with University of Alaska Fairbanks to expand online training to help the unemployed enter into the mining sector. All PWSC assets (the whole project with a customized 26-page design manual, games, and models) were open sourced on the Department of Labor's skillscommons.org website to increase open access to high-quality online learning tools and components.
- Created and offered career ready workshops that assisted attendees with resume building and developing marketable skills.
- Tested Zoom as a web-based conferencing software option. Successful results opened opportunities for administrative applications.
- Organized and refurnished the millwright shop lab to ensure regulatory compliance and to enhance the learning environment.
- Wrote new grant requests, totaling over two million dollars in funding.









Build Upon Existing Partnerships with K-12 Schools

- Hosted Hermon Hutchens' field trips for fourth graders at the Maxine & Jesse Whitney Museum.
- In partnership with Alaska Commission on Postsecondary Education (ACPE), hosted two Kids2College events at PWSC, one for Gilson Middle School and the other for Copper River School District students.
- Hosted ACPE's I Know I Can event for second graders at Hermon Hutchens Elementary School.
- Partnered with Valdez High School (VHS) staff to support, advise, guide, and register dual credit students.
- Hosted the Dual Credit Open House at VHS.
- Hosted a DegreeWorks "how-to" session at VHS for students and parents.
- Partnered with VHS to provide placement testing for dual credit students.

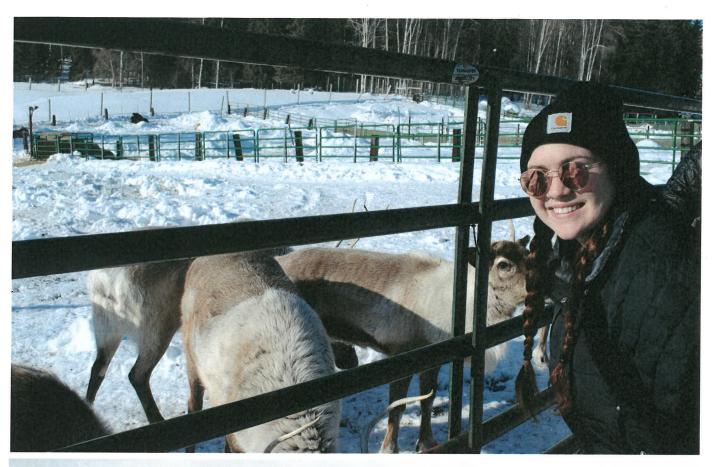
- Participated in Valdez High School Career Day, hosting a booth for prospective students as well as providing mock interviews and resume building activities. Also took part in the Get REAL Financial Reality Fair.
- Presented to several classes at King Career Center and Mat-Su Career and Technical High School to share education and internship opportunities at PWSC.
- Assisted local high school students and their families with Free Application for Federal Student Aid (FAFSA) applications, credit transferability, and college questions.
- Hosted a PWSC booth at the Elks Basketball Tournament.
- The Health and Fitness Center entered an agreement with the K-12 athletic director to develop conditioning programs for sports teams for the upcoming year.















PVSC

PRINCE WILLIAM SOUND COLLEGE

UNIVERSITY of ALASKA ANCHORAGE.

For more information about academic programs, community outreach, or any of our services, please call or visit:

(907) 834-1600

303 Lowe Street

pwsc.alaska.edu