

Limited-duration Grant-funded Special Assignments

Form Submitted by: Marlyn Garcia

Date: 07/30/2024

Department/Office: Adult Education Program

Grant Duration: From 08/19/24

To 12/13/24

Project Title Building an Equitable Enterprenurial Ecosystem

Project Description (Add pages, if needed)

The Bay Area Community College Consortium in partnership with ESO Ventures and Workforce Innovation Labs launched the Building an Equitable Entrepreneurial Ecosystem program. Five community colleges participated in the program last year (2023-24): Canada College, Contra Costa College, Diablo Valley College, Merritt College, & West Valley College. They trained 206 entrepreneurs. 23 of these entrepreneurs were awarded a low-interest loan. SRJC and College of Marin were invited to participate this year (2024-25). Each community college will offer an 8-week incubator course/workshop and two colleges (including SRJC) will offer 4-week pre-incubator course/workshop. The entrepreneurs who successfully complete the incubator courses/workshops will qualify for a low-interest loan.

- a) 4-week incubator workshop: 90 minutes and 30 minutes of office hours; scheduled for Tuesday 6-7:30 PM, Sep. 3rd, 10th, 17th & 24th
- b) 8-week incubator workshop: 90 minutes and 30 minutes of office hours; scheduled for Tuesday 6-7:30 PM, Oct1-Dec. 3rd

In addition to the responsibilities related to the weekly pre-Incubator and incubator workshops, the faculty will also have other responsibilities associated to this program:

- a) Review workbook
- b) Provide feedback on Business Model Framework
- c) Meetings:
 - Weekly Check-in with the Community Manager: 30 minutes
 - Weekly Check-in with ESO: 60 minutes
 - Monthly EEE All Hands Meetings: 60 minutes
- d) Attend instructor orientation and periodic operations meetings

Compensation Structure (Add pages, if needed)

60 hours at the allied non-load rate

Selection Process (Add pages, if needed)

We are recruiting for a noncredit faculty to facilitate a series of business workshops (a 4-week pre-incubator workshop and an 8-week incubator workshop) as part of the Building an Equitable Entrepreneurial Ecosystem program. The faculty must have a business background in order to be considered for this project.

Received by AFA: _____

Selection Process:

We are recruiting for a noncredit faculty to facilitate a series of business workshops (a 4-week pre-incubator workshop and an 8-week incubator workshop) as part of the Building an Equitable Entrepreneurial Ecosystem program. The faculty must have a business background in order to be considered for this project.

The Adult Ed program will send an email to all noncredit faculty requesting them to submit a half page interest letter if they want to be considered for this special project. Faculty will have a week to submit the interest letter.

The Adult Education Director and the Dean of Career Education and Workforce Development will review applications, and candidates will be notified a week after the deadline.