

**U.S. Department of Education**  
Washington, D.C. 20202-5335



**APPLICATION FOR GRANTS  
UNDER THE**

**College Assistance Migrant Program (CAMP) CFDA Number 84.149A**

**CFDA # 84.149A**

**PR/Award # S149A160010**

**Grants.gov Tracking#: GRANT12112161**

OMB No. , Expiration Date:

Closing Date: Mar 07, 2016

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This application was generated using the PDF functionality. The PDF functionality automatically numbers the pages in this application. Some pages/sections of this application may contain 2 sets of page numbers, one set created by the applicant and the other set created by e-Application's PDF functionality. Page numbers created by the e-Application PDF functionality will be preceded by the letter e (for example, e1, e2, e3, etc.).

**Application for Federal Assistance SF-424**

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: <input type="text" value="03/04/2016"/>	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
--	---

**State Use Only:**

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="856000642"/>	* c. Organizational DUNS: <input type="text" value="868853094"/>
---	---

**d. Address:**

* Street1:	<input type="text" value="1700 Lomas Blvd. NE, Suite 2200, MSC01 1247"/>
Street2:	<input type="text" value="1 University of New Mexico"/>
* City:	<input type="text" value="Albuquerque"/>
County/Parish:	<input type="text" value="Bernalillo"/>
* State:	<input type="text" value="NM: New Mexico"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="87131-0001"/>

**e. Organizational Unit:**

Department Name: <input type="text" value="Sponsored Projects - Main - Br"/>	Division Name: <input type="text" value="Controller Operations"/>
---	--

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix: <input type="text"/>	* First Name: <input type="text" value="Timothy"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Wester"/>	
Suffix: <input type="text"/>	

Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="505-277-0591"/>	Fax Number: <input type="text" value="505-277-4185"/>
---	---

\* Email:

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

S: Hispanic-serving Institution

Type of Applicant 2: Select Applicant Type:

H: Public/State Controlled Institution of Higher Education

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Education

**11. Catalog of Federal Domestic Assistance Number:**

84.149

CFDA Title:

Migrant Education\_College Assistance Migrant Program

**\* 12. Funding Opportunity Number:**

ED-GRANTS-010716-001

\* Title:

Office of Elementary and Secondary Education (OESE): College Assistance Migrant Program (CAMP)  
CFDA Number 84.149A

**13. Competition Identification Number:**

84-149A2016-1

Title:

College Assistance Migrant Program (CAMP) CFDA Number 84.149A

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

University of New Mexico College Assistance Migrant Program (UNM CAMP)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="425,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="425,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:

Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<p>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Timothy Wester</p>	<p>TITLE</p> <p>Contract and Grant Administrator</p>
<p>APPLICANT ORGANIZATION</p> <p>The Regents of the University of New Mexico</p>	<p>DATE SUBMITTED</p> <p>03/04/2016</p>

Standard Form 424B (Rev. 7-97) Back

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB  
0348-0046

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: <input type="text" value="N/A"/> * Street 1: <input type="text" value="N/A"/> Street 2: <input type="text"/> * City: <input type="text" value="N/A"/> State: <input type="text"/> Zip: <input type="text"/> Congressional District, if known: <input type="text"/>		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b>		
<b>6. * Federal Department/Agency:</b> <input type="text" value="Department of Education"/>	<b>7. * Federal Program Name/Description:</b> <input type="text" value="Migrant Education_College Assistance Migrant Program"/> CFDA Number, if applicable: <input type="text" value="84.149"/>	
<b>8. Federal Action Number, if known:</b> <input type="text"/>	<b>9. Award Amount, if known:</b> \$ <input type="text"/>	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix: <input type="text"/> * First Name: <input type="text" value="N/A"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="N/A"/> Suffix: <input type="text"/> * Street 1: <input type="text" value="N/A"/> Street 2: <input type="text"/> * City: <input type="text" value="N/A"/> State: <input type="text"/> Zip: <input type="text"/>		
<b>b. Individual Performing Services</b> (including address if different from No. 10a) Prefix: <input type="text"/> * First Name: <input type="text" value="N/A"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="N/A"/> Suffix: <input type="text"/> * Street 1: <input type="text"/> Street 2: <input type="text"/> * City: <input type="text"/> State: <input type="text"/> Zip: <input type="text"/>		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. <b>* Signature:</b> <input type="text" value="Timothy Wester"/> <b>* Name:</b> Prefix: <input type="text"/> * First Name: <input type="text" value="Timothy"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="Wester"/> Suffix: <input type="text"/> <b>Title:</b> <input type="text" value="Contract and Grant Administrator"/> <b>Telephone No.:</b> <input type="text" value="505-277-0591"/> <b>Date:</b> <input type="text" value="03/04/2016"/>		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

## NOTICE TO ALL APPLICANTS

OMB Number: 1894-0005  
Expiration Date: 03/31/2017

The purpose of this enclosure is to inform you about a new provision in the Department of Education's General Education Provisions Act (GEPA) that applies to applicants for new grant awards under Department programs. This provision is Section 427 of GEPA, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P.L.) 103-382).

### To Whom Does This Provision Apply?

Section 427 of GEPA affects applicants for new grant awards under this program. **ALL APPLICANTS FOR NEW AWARDS MUST INCLUDE INFORMATION IN THEIR APPLICATIONS TO ADDRESS THIS NEW PROVISION IN ORDER TO RECEIVE FUNDING UNDER THIS PROGRAM.**

(If this program is a State-formula grant program, a State needs to provide this description only for projects or activities that it carries out with funds reserved for State-level uses. In addition, local school districts or other eligible applicants that apply to the State for funding need to provide this description in their applications to the State for funding. The State would be responsible for ensuring that the school district or other local entity has submitted a sufficient section 427 statement as described below.)

### What Does This Provision Require?

Section 427 requires each applicant for funds (other than an individual person) to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. Based on local circumstances, you should determine whether these or other barriers may prevent your students, teachers, etc. from such access or participation in, the Federally-funded project or activity. The description in your application of steps to be taken to overcome these barriers need not be lengthy; you may provide a clear and succinct description of how you plan to address those barriers that are applicable to your circumstances. In addition, the information may be provided in a single narrative, or, if appropriate, may

be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of civil rights statutes, but rather to ensure that, in designing their projects, applicants for Federal funds address equity concerns that may affect the ability of certain potential beneficiaries to fully participate in the project and to achieve to high standards. Consistent with program requirements and its approved application, an applicant may use the Federal funds awarded to it to eliminate barriers it identifies.

### What are Examples of How an Applicant Might Satisfy the Requirement of This Provision?

The following examples may help illustrate how an applicant may comply with Section 427.

(1) An applicant that proposes to carry out an adult literacy project serving, among others, adults with limited English proficiency, might describe in its application how it intends to distribute a brochure about the proposed project to such potential participants in their native language.

(2) An applicant that proposes to develop instructional materials for classroom use might describe how it will make the materials available on audio tape or in braille for students who are blind.

(3) An applicant that proposes to carry out a model science program for secondary students and is concerned that girls may be less likely than boys to enroll in the course, might indicate how it intends to conduct "outreach" efforts to girls, to encourage their enrollment.

(4) An applicant that proposes a project to increase school safety might describe the special efforts it will take to address concern of lesbian, gay, bisexual, and transgender students, and efforts to reach out to and involve the families of LGBT students.

We recognize that many applicants may already be implementing effective steps to ensure equity of access and participation in their grant programs, and we appreciate your cooperation in responding to the requirements of this provision.

### Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit (Public Law 103-382). Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, 400 Maryland Ave., SW, Washington, DC 20210-4537 or email [ICDocketMgr@ed.gov](mailto:ICDocketMgr@ed.gov) and reference the OMB Control Number 1894-0005.

**Optional - You may attach 1 file to this page.**

UNM\_GEPA\_Statement1020870927.pdf

Add Attachment

Delete Attachment

View Attachment

**U.S. Department of Education**

**General Education Provisions Act (GEPA)**

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**University of New Mexico (UNM) GEPA Statement**

In carrying out its educational mission and in compliance with section 427 of the U.S. Department of Education's General Education Provisions Act (GEPA), the University of New Mexico (UNM) will ensure to the fullest extent possible the equitable participation of, and appropriate educational opportunities for, those individuals involved. Federally funded activities, programs and services will be accessible to all teachers, students, and other program beneficiaries with special needs to participate fully in the proposed projects. The University does not discriminate on the basis of age, color, religion, creed, disability, marital status, veteran status, socio-economic status, national origin, race, gender, genetic predisposition or sexual orientation in its education and research programs, services and activities. It provides reasonable and appropriate accommodations to meet the learning and evaluation needs of a diverse group of students, faculty, and other participants.

The steps taken in this project to illustrate how UNM will ensure equitable access include:

The University of New Mexico is in compliance with all applicable Federal and State laws, and welcomes students for admission to any course of study for which they are otherwise qualified without regard to age, marital status, race, color, creed, gender, sexual preference, national origin, disability, or status as a disabled veteran or veteran of the Vietnam era.

UNM embraces both the letter and the spirit of the Americans With Disabilities Act.

UNM fully informs students of the availability of services to ensure equitable access. Access information is disseminated in both printed and electronic format throughout the College's expansive service area.

In addition, all information disseminated by this project will be made available in a variety of formats for participants with varying disabilities and learning needs. All web-based information will be fully accessible. Additionally, current and future faculty will learn how to diversify their materials and teaching strategies and make course web sites more accessible for students with disabilities.

Key personnel for the program have the appropriate academic credentials and extensive experience interacting and working among diverse populations including Hispanics, low-income, first-generation college students and students from groups underrepresented in higher education. UNM is an equal opportunity employer and is in compliance with all state and federal regulations regarding employment practices.

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### \* APPLICANT'S ORGANIZATION

The Regents of the University of New Mexico

#### \* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix:  \* First Name:  Middle Name:

\* Last Name:  Suffix:

\* Title:

\* SIGNATURE:

\* DATE:

## Abstract

The abstract narrative must not exceed one page and should use language that will be understood by a range of audiences. For all projects, include the project title (if applicable), goals, expected outcomes and contributions for research, policy, practice, etc. Include population to be served, as appropriate. For research applications, also include the following:

- Theoretical and conceptual background of the study (i.e., prior research that this investigation builds upon and that provides a compelling rationale for this study)
- Research issues, hypotheses and questions being addressed
- Study design including a brief description of the sample including sample size, methods, principals dependent, independent, and control variables, and the approach to data analysis.

[Note: For a non-electronic submission, include the name and address of your organization and the name, phone number and e-mail address of the contact person for this project.]

---

## You may now Close the Form

**You have attached 1 file to this page, no more files may be added. To add a different file, you must first delete the existing file.**

\* Attachment:

**UNM CAMP Project Abstract:** The University of New Mexico (UNM), a public, four-year degree-granting institution located in Albuquerque, New Mexico (NM), is currently one of four Universities that hold the designation of Hispanic Serving Institutions (HSI) & Research Universities-Very High Research Activity. As NM's flagship university, UNM serves as the primary source of post-secondary educational and research opportunities across the state. UNM first implemented CAMP in 2001, and given its commitment of resources and support to CAMP, the university is in the best position to reach and serve migrant and seasonal farm working students in NM.

UNM will recruit 30 CAMP-eligible high school students annually, so that they have the necessary support, understanding, and resources to successfully complete their freshman year. CAMP will help them develop academic skills, learn about STEM careers and provide financial literacy services necessary to find future financial assistance. CAMP will also provide referrals to resources through inter-agency coordination and collaboration for scholars' future years. CAMP will undertake activities to strengthen scholars academically and socially by recruiting students early in the admissions process, building relationships with parents, and providing both with a comprehensive orientation so that they are aware of university resources. Scholars will take part in educational and cultural events to assist in acculturating the student to the university setting. Enrolled students will learn the academic/university system through a mandatory freshman course, monthly workshops, and bi-monthly meetings with their advisor. They will be provided with a financial package to assist with necessary academic materials and paired with a tutor/ mentor who will assist them academically and serve as a role model throughout the year.

UNM CAMP expects 86% of the students to complete their freshman year and 85% to continue to be enrolled in postsecondary education, resulting in a post-secondary degree.

## Project Narrative File(s)

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\* **Mandatory Project Narrative File Filename:**

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**University of New Mexico  
College Assistance Migrant Program  
Part 4: Project Narrative**

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## **1. NEED FOR AND SIGNIFICANCE OF PROJECT**

### **(1)(i) Magnitude of Need for Services Provided/Activities Carried Out by Proposed Project**

The University of New Mexico (UNM) proposes continued funding for its College Assistance Migrant Program (CAMP) to assist Migrant and Seasonal Farm working (MSFW) students and families in the state of New Mexico (NM). Since 2001, the UNM College Assistance Migrant Program (UNM CAMP) has provided a range of services to 456 scholars. In spite of the success of the program a strong and critical need continues to exist for UNM CAMP in New Mexico.

In 2007, the total number of Migrant/Seasonal farmworkers in the state was reported at 22,996 (US Department of Agriculture) and continues to remain steady. In recent years New Mexico's agricultural and farm labor has been affected by drought but the economic activity overall has been consistent as shown by the 21,981 farm laborers in 2012 (NM Census of Agriculture, 2014). It should be noted that the number of actual farmworkers in NM is likely higher than stated because many laborers are paid directly, and/or do not wish to be identified. Although farm laborers have remained employed, this does not necessarily translate into a self-sustaining income. In 2014, the median annual wage for agricultural and farm workers in NM was \$18,320, placing this group below the national poverty line (Bureau of Labor Statistics, 2015). Considering that the average cost of attending a public four-year, degree-granting institution in NM was \$6,190 in 2014 (College Board, 2014), migrant and farm working families see the cost as a major barrier to higher education.

Furthermore, the educational attainment of NM is in crisis. Between 2010 and 2014, 29.3% of the United States general population attained a bachelor's degree; in New Mexico, this attainment was lower at 26.1% (US Census, 2013). More importantly, in the counties where UNM CAMP recruits most of its scholars- Chavez, Dona Ana, Luna, Rio Arriba, Roosevelt, San Juan, Torrance

and Valencia, the bachelor degree attainment was between 13.9% and 18.4% (US Census, 2013).

**Table 1** illustrates the disparity in the counties where MSFW families in NM reside (US Department of Agriculture, 2014). The stark comparison of these counties is an indication of the need to address the educational attainment gap in the state.

| <b>Table 1</b>         |                     |                           |                        |                |                          |
|------------------------|---------------------|---------------------------|------------------------|----------------|--------------------------|
| <b>Location</b>        | <b>Unemployment</b> | <b>Poverty Level (PL)</b> | <b>PL under age 18</b> | <b>HS Grad</b> | <b>Bachelor's Degree</b> |
| <b>USA</b>             | 6.2                 | 15.8                      | 22.2                   | 86.3           | 29.3                     |
| <b>New Mexico (NM)</b> | 6.5                 | 21.4                      | 30.1                   | 84             | 26.1                     |
| <b>Chavez</b>          | 6.0*                | 21.1*                     | 31.2                   | 78.1           | 18.4                     |
| <b>Dona Ana</b>        | 7.2                 | 27                        | 37.6                   | 78             | 27.4*                    |
| <b>Luna</b>            | 18                  | 31.2                      | 44.1                   | 69.5           | 13.9                     |
| <b>Rio Arriba</b>      | 8.3                 | 24.4                      | 32.6                   | 79.2           | 15.5                     |
| <b>Roosevelt</b>       | 5.5*                | 24.6                      | 31.5                   | 80.6           | 22.8                     |
| <b>San Juan</b>        | 6.3                 | 21.8                      | 27.0*                  | 82.4           | 15.2                     |
| <b>Torrance</b>        | 9.5                 | 27.8                      | 39.2                   | 82.8           | 16.2                     |
| <b>Valencia</b>        | 7.7                 | 23.8                      | 31.2                   | 80.6           | 16.5                     |

- Counties with an \* have a slightly better percentage than the state.
- Highlighted in red are those that are worse categorically than NM & USA.
- Dona Ana is home to the 2nd largest University in NM thereby affecting degree attainment.
- Roosevelt & Chavez counties also have a high number of oil field jobs.

For 15 years, CAMP has been the only program at UNM addressing the unique barriers MSFW scholars' face transitioning from rural NM to an urban setting in pursuit of higher education.

**(1)(ii) Extent Which Project Will Focus on Serving Needs of Disadvantaged Individuals**

MSFW families in NM reside in rural areas, deal with the geographical distance between towns and the high level of poverty throughout the state which makes access to quality and affordable education harder to attain for these individuals (Pitzel, Benavidez, Bianchi, Croom, De la Riva, Grein, Holloway, Rendón, 2007). In the last decade, UNM CAMP has focused on targeting the social, economic, and academic needs of MSWF students shown in **Table 2**.

**Table 2**

| <b>NEED</b>                              | <b>SCOPE OF NEED IN NM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>CAMP SERVICES TO TARGET NEED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Limited Financial Resources</p>       | <ul style="list-style-type: none"> <li>• Cost of attendance at UNM \$20,262/academic year</li> <li>• 21.4% of NM population in the poverty line (US Census, 2013)</li> <li>• Students are unfamiliar with financial aid process</li> <li>• Students believe working is only way to afford college</li> <li>• Students inclined to attend school less than full-time (Araujo, 2011)</li> </ul>                                                                    | <ul style="list-style-type: none"> <li>• Assistance with application for financial aid &amp; scholarships</li> <li>• Information about services at the university to help with cost of attending UNM (UNM food bank, emergency scholarships, book exchange)</li> <li>• Ongoing communication with students &amp; academic guidance to maximize eligibility for <i>NM Lottery Scholarship</i>.</li> <li>• Information to families about paying for college</li> </ul>                                                                                             |
| <p>Poor High School Preparation</p>      | <ul style="list-style-type: none"> <li>• Avg. ACT score of incoming UNM CAMP scholars 19.8, UNM general freshmen, 22.2</li> <li>• Majority UNM CAMP scholars are Native American/Hispanic</li> <li>• Remediation rates in English &amp; Math for Native American &amp; Hispanic are 65%/50%, respectively &amp; White students, at 30% (NMHED, 2012).</li> <li>• Students w/remedial course are less likely to pursue college (The White House, 2014)</li> </ul> | <ul style="list-style-type: none"> <li>• Prior to entering UNM, CAMP recruiter provides information about placement exams &amp; tips to prepare.</li> <li>• UNM- College Enrichment Program orientation provides opportunity for students to challenge placement scores.</li> <li>• Assistance in course placement to match skills &amp; interests.</li> <li>• Monitoring students' academic progress through grade reports.</li> <li>• UNM offers Quantitative Reasoning &amp; Critical Text Analysis to help students placed into remedial courses.</li> </ul> |
| <p>Acculturation to Higher Education</p> | <ul style="list-style-type: none"> <li>• Adjust to emotional transition (McDonough, Gildersleeve, &amp; Jarsky, 2010).</li> <li>• Learning how to navigate city</li> <li>• Students enter unaware of the success behaviors &amp; intangible skills to succeed in college</li> <li>• Stress of change often affects academic performance.</li> </ul>                                                                                                              | <ul style="list-style-type: none"> <li>• Summer orientation focused on introducing students to campus &amp; UNM CAMP.</li> <li>• CAMP Peer mentors/tutors help students 1:1 in their acculturation process.</li> <li>• Social/cultural activities help students create sense of belonging at UNM.</li> <li>• Referral &amp; assistance navigating UNM resources.</li> </ul>                                                                                                                                                                                      |

|                                                                              |                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Lack of information on benefits of higher education & the college admissions | <ul style="list-style-type: none"> <li>• MSFW families are unaware of the long-term benefits of education</li> <li>• Scarcity of resources in MSFW communities cause scholars: <ul style="list-style-type: none"> <li>▪ Not to prepare in a timely manner to complete college applications; and academic requirements are often incomplete.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Recruiter distributes information about admission process for UNM.</li> <li>• Presentations to younger students through College Preparatory programs.</li> <li>• Distribution of information to parents/families about college.</li> <li>• Availability of staff to talk to parents about completing steps to college &amp; expectations of college life.</li> <li>• Exposure to benefits of careers.</li> </ul> |
|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**(1)(iii) Gaps or Weakness in Services, Infrastructure or Opportunities**

Students who qualify for UNM CAMP have additional obstacles and challenges than an average NM high school graduate. In **Table 3** UNM CAMP has identified gaps that create barriers for MSFW students and the services it will provide to address those gaps:

| <b>Table 3</b>                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| GAP/WEAKNESS                                                                                                                                                                                                                                                                                                                                                                 | UNM CAMP ADDRESSES GAP BY:                                                                                                                                                                                                                                                                                                                                                                                                         |
| <u>GAP #1 Successful Acculturation Methods</u> <ul style="list-style-type: none"> <li>• MSFW Scholars are overwhelmed by amount of information received &amp; do not know how to access services.</li> <li>• UNM New Student Orientation program introduces students to campus; however orientation is not sufficient in length for MSFW scholars.</li> </ul>                | Providing individualized attention through extended Summer Orientation, CAMP Class and dedicated Advisor to increase Scholar’s: <ul style="list-style-type: none"> <li>• Resource knowledge &amp; ability to utilize services across campus</li> <li>• Success Skills Development (Study skills, reading comprehension, time-mgt. etc.)</li> <li>• Detailed Individualized Career/Major Planning for timely graduation.</li> </ul> |
| <u>GAP #2 Institutional Exclusivity</u><br>Many MSFW students are 1st generation & institutional language is a mystery due to: <ul style="list-style-type: none"> <li>• Lack of outreach from UNM</li> <li>• Monolingual/Language Barriers</li> <li>• Unfamiliar Institutional processes</li> <li>• Lack of understanding of all costs associated with attendance</li> </ul> | Reaching out early to families of potential students through recruitment visits and explaining bilingually in detail: <ul style="list-style-type: none"> <li>• Costs of Attendance</li> <li>• Financial Aid Process</li> <li>• Opportunities for Scholarships</li> <li>• Campus and Community Resources</li> </ul>                                                                                                                 |
| <u>GAP #3 Rural Barriers Created Around Academic Rigor &amp; Financial Literacy</u>                                                                                                                                                                                                                                                                                          | Focusing on a holistic approach which helps students improve academically while                                                                                                                                                                                                                                                                                                                                                    |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• UNM requirements are challenging to MSFW students due to the lack access to rigorous curriculum in rural NM.</li> <li>• Students from rural communities are challenged by the costs of relocating to UNM &amp; paying for college. <ul style="list-style-type: none"> <li>○ While NM has the Legislative Lottery Scholarship for its residents, it only accounts for 80% of tuition &amp; does not cover housing. Often scholars are unaware of how to qualify (can only qualify in 1<sup>st</sup> semester) &amp; maintain it.</li> <li>○ Since the Lottery Scholarship is dependent on lottery sales it is often unstable and creates anxiety for families relying on this funding.</li> </ul> </li> </ul> | <p>connecting them to resources across campus: This is accomplished with:</p> <ul style="list-style-type: none"> <li>• Providing each scholar with an Educational Mentor/Tutor to assist academically &amp; engaging students on campus.</li> <li>• CAMP staff strongly links scholars with resources to address academic rigor such as campus tutoring, academic colleges, supplemental instruction and ethnic centers.</li> <li>• CAMP Staff expose scholars to additional opportunities for funding as well as undergraduate research programs which increase their academic rigor and success.</li> <li>• CAMP utilizes UNM campus monitoring strategies to track academic progress &amp; maximize Lottery Scholarship attainment.</li> </ul> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**(1)(iv) Importance or Magnitude of the Outcomes Likely Attained by Proposed Project**

According to the National Agricultural Workers Survey [NAWS], only 27% of MSFW families graduated with a high school diploma and only 10% have a post-secondary degree. A vast contrast to the general population in the U.S. who have graduated from high school at 86.3% between 2010-2014 and in New Mexico at 84% (US Census, 2014). The need to help MSFW students attend higher education institutions is apparent. UNM CAMP is designed to address challenges that MSFW students face in order to succeed in higher education. Through the attainment of a college degree, MSFW families are more likely to break the cycle of poverty. Since 2001, UNM CAMP has served a total of 456 students and 148 of them have graduated. From our graduates, there are 129 with bachelor’s degrees, 14 with a master’s degree and 5 with PhDs. To date, there are another 139 continuing on to attain their bachelor’s degree. Hence, 63% of our students have graduated or continue their journey in higher education; a great success in comparison to the national MSFW post-secondary education rate of 10% in 2010 (Farm Worker Tables).

## 2. QUALITY OF PROJECT DESIGN

### (2)(i) Extent to Which the Goal/Objectives/Outcomes are Clearly Specified and Measurable

UNM is New Mexico’s Flagship University and only one of four designated as a Hispanic-Serving Institution classified as a Carnegie 1 Very High Research University. With nationally- recognized schools of Medicine, Law, Business, and Engineering, along with its facilities, and mission, UNM serves as a platform for academic, personal, and professional development. UNM CAMP aims to increase success of MSFW by achieving the following objectives:

| <b>Project Design</b>                                                                                                              |                           |                                                                                                          |                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------|---------------------------|----------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <b>Objective #1 - Recruit 30 CAMP qualified students to attend UNM – GAP #1</b>                                                    |                           |                                                                                                          |                                                                                                                                |
| <b>Activities</b>                                                                                                                  | <b>Measurable</b>         | <b>Evaluation</b>                                                                                        | <b>Impact</b>                                                                                                                  |
| Outreach to high school & community orgs. serving MSFW families including health clinics, faith-based organizations & MEP          | 110 Schools<br>200 Visits | -Documentation of visits (ie. sign in logs)                                                              | -Higher Education access for MSFW students<br>- MSFW students awareness of Higher Education accessibility                      |
| Assist potential students with UNM admissions, Financial Aid & completion of UNM CAMP application                                  | 30 scholars               | -Maintenance of Scholar Files<br>-Supporting documents                                                   | -Increased number of MSFW students in NM Higher Education                                                                      |
| <b>Objective #2 - 86% Scholars will successfully complete 1<sup>st</sup> year according to UNM standards – OME GPRA #1 – GAP#2</b> |                           |                                                                                                          |                                                                                                                                |
| <b>Activities</b>                                                                                                                  | <b>Measurable</b>         | <b>Evaluation</b>                                                                                        | <b>Impact</b>                                                                                                                  |
| Bi-monthly academic advisement                                                                                                     | 26 scholars               | -Maintenance of Scholar Files<br>-Scholar progress tracked through university systems                    | -Higher Retention & graduation rates for MSFW scholars<br>-Increased awareness of Higher Education access among MSFW students  |
| Weekly tutoring & Mentoring                                                                                                        |                           |                                                                                                          |                                                                                                                                |
| CAMP Class -1 <sup>st</sup> semester                                                                                               |                           |                                                                                                          |                                                                                                                                |
| <b>Objective #3 - 85% Scholars will continue to their 3<sup>rd</sup> semester in higher education. – OME GPRA #2 – GAP#2</b>       |                           |                                                                                                          |                                                                                                                                |
| <b>Activities</b>                                                                                                                  | <b>Measurable</b>         | <b>Evaluation</b>                                                                                        | <b>Impact</b>                                                                                                                  |
| Bi-monthly academic advisement                                                                                                     | 24 Scholars               | -Maintenance of Scholar Files<br>-Follow scholar progress through university system<br>-Activity Reports | - Higher Retention & graduation rates for MSFW scholars<br>-Increased awareness of Higher Education access among MSFW students |
| Weekly Tutoring & mentoring                                                                                                        |                           |                                                                                                          |                                                                                                                                |
| Cultural/Social Enrichment Activities                                                                                              |                           |                                                                                                          |                                                                                                                                |

| <b>Objective #4 – 100% of Scholars will receive financial assistance from CAMP – GAP#3</b>                                         |                                              |                                                                                             |                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>Activities</b>                                                                                                                  | <b>Measurable</b>                            | <b>Evaluation</b>                                                                           | <b>Impact</b>                                                                                                    |
| Assist UNM CAMP scholars to complete FAFSA applications for their 1 <sup>st</sup> & 2 <sup>nd</sup> year                           | 30 scholars                                  | -Maintenance of Scholar Files including scholarship documentation                           | -Increased Financial Literacy among CAMP scholars & MSFW families                                                |
| Provide CAMP Summer Orientation to understand CAMP scholarship                                                                     |                                              |                                                                                             |                                                                                                                  |
| <b>Objective #5 -100% of Scholars will receive advisement and guidance regarding student financial aid resources – GAP#2</b>       |                                              |                                                                                             |                                                                                                                  |
| <b>Activities</b>                                                                                                                  | <b>Measurable</b>                            | <b>Evaluation</b>                                                                           | <b>Impact</b>                                                                                                    |
| Assist UNM CAMP scholars to complete FAFSA applications for their 1 <sup>st</sup> & 2 <sup>nd</sup> year                           | Scholars successfully completing the program | -Maintenance of Scholar Files<br>-Advisor Documentation<br>-Tutor Logs<br>-Activity Reports | -Scholars & MSFW families increase awareness of funding college, specifically UNM.                               |
| Provide CAMP financial aid/literacy workshops                                                                                      | 30 scholars                                  |                                                                                             |                                                                                                                  |
| One on One sessions with CAMP Academic Advisor                                                                                     | 30 scholars                                  |                                                                                             |                                                                                                                  |
| <b>Objective #6 - 100% of Scholars will receive STEM-related information &amp; guidance about opportunities/resources. – GAP#3</b> |                                              |                                                                                             |                                                                                                                  |
| <b>Activities</b>                                                                                                                  | <b>Measurable</b>                            | <b>Evaluation</b>                                                                           | <b>Impact</b>                                                                                                    |
| Workshop with Sandia or Los Alamos National Laboratory or equivalent                                                               | 30 scholars                                  | -Maintenance of Scholar Files<br>-Advisor Documentation<br>-Tutor Logs<br>-Activity Reports | -Increased awareness of STEM career opportunities for CAMP and MSFW<br>-A diversified body of STEM Professionals |
| Academic advising with STEM focused resources                                                                                      |                                              |                                                                                             |                                                                                                                  |
| Guest Speaker – CAMP alumni/UNM students discuss path in STEM fields                                                               |                                              |                                                                                             |                                                                                                                  |

**(2)(ii) Project Design is Appropriate and Addresses Needs of Target Population**

In NM, the challenge of transition from a rural community to an urban setting is greater for MSFW students. Due to their minimal or nonexistent prior exposure to college, these students often face many questions regarding all aspects of university life. Simple tasks such as buying textbooks, paying tuition, and accessing appropriate university resources are overwhelming. The frustrating need to complete these tasks combined with the lack of college success skills become reasons

students from MSFW backgrounds do not succeed in post-secondary education. To address this issue, UNM CAMP designed programming that individualizes the college experience for scholars. Komives and Woodard (2001) noted “one of the most powerful positive influences on students’ persistence in college is individual attention” (p.352). By serving 30 students, CAMP will provide personalized attention and target students’ needs through a holistic approach. The objectives of UNM CAMP have been designed to address specific needs of our target population (see table 2).

**(2)(iii) Extent Project Establishes Linkages with Agencies Providing Services to Population**

UNM CAMP was established in 2001 under the office of Special Programs, in 2006 housed in the Dept. of College Enrichment & Outreach Programs (CEOP), and in 2015 transitioned to El Centro de la Raza (El Centro). The evolution of UNM CAMP has served to address the educational needs of MSFW scholars. UNM CAMP has seen the value of being part of a unit in which UNM CAMP scholars are served but also have access to other resources/partnerships that will help them complete their bachelor’s degree. The model proposed represents a pathway in which scholars will be supported before, during and after their participation in UNM CAMP. UNM CAMP has established and maintained partnerships with federal, state, university departments and community agencies. These strengthen the transitional model of UNM CAMP to identify, recruit, matriculate and retain scholars. Below is a snapshot of our key partners:

| <b>Pre CAMP<br/>Recruitment/Awareness</b>                                                                                                                    | <b>CAMP<br/>Engagement/Retention</b>                                                                                                                                                        | <b>Post CAMP<br/>Retention/Graduation</b>                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NM School<br>NM Migrant Program<br>Community Agencies<br>NM/UNM TRiO Programs<br>UNM Enrollment Mgmt.<br>College Enrichment Program<br>NM Gear Up<br>UNM HEP | NM & UNM TRiO Programs<br>UNM Enrollment Mgmt.<br>El Centro de la Raza<br>College Enrichment Program<br>UNM Advisor Network<br>UNM HEP<br>STEM Collaborative Center<br>La Plazita Institute | NM/UNM TRiO Programs<br>UNM Enrollment Mgmt.<br>El Centro de la Raza<br>College Enrichment Program<br>NM Research Laboratories<br>Student Support Services<br>UNM Advisor Network<br>UNM HEP |

**(2)(iv) Increased Efficiency of Time/Staff/Resources for Improved Results/Productivity**

UNM CAMP operates within the Division of Student Affairs under El Centro de la Raza (El Centro). The CAMP Project Director (PD) will report to Principal Investigator (PI) Rosa I. Cervantes, Director of El Centro and Special Advisor to the University’s President on Latino Affairs. Given the scope of its network and relevance at UNM as a Hispanic Serving Institution, El Centro represents a platform of resources for CAMP students and staff. CAMP’s management model has strengthened through the years ensuring services are of highest quality for Scholars; time and money invested in the delivery of the project will be used efficiently. Staff will participate in weekly CAMP meetings, one-on-one monthly meetings with program director, and attend relevant campus meetings with other student affairs/academic units to discuss updates, strategies for recruitment and support services to students. Meetings are aimed to ensure productivity in all areas of the project and maximize efficiency by utilizing resources available institution-wide.

**(2)(v) Extent to Which the Proposed Project is Supported by Strong Theory**

UNM CAMP approaches services with the understanding that the diverse migrant backgrounds of students have an impact on college success (Stephens, Hamedani & Destin, 2014). Reflective exercises such as journaling and discussions, exposure to unfamiliar places, advisement, peer-mentoring sessions, and cultural events at CAMP are designed for students to be exposed to individuals with similar backgrounds who have succeeded. Students are given appropriate tools and strategies that will enable them to “more effectively transition to college and overcome background-specific obstacles to success” (Stephens et al., 2014, p. 949).

| <b>Activity</b> | <b>Outcome</b>                                                                                                                  | <b>Impact</b>                                                                                                                 | <b>Semester</b> |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|-----------------|
| CAMP Course     | <ul style="list-style-type: none"><li>• Earn 3 credit hours toward graduation.</li><li>• Gain academic success tools.</li></ul> | <ul style="list-style-type: none"><li>• UNM CAMP scholars will have a better understating of college success skills</li></ul> | Fall            |

|                                |                                                                                                                                                                                                            |                                                                                                                                                                                                          |               |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Peer Mentoring                 | <ul style="list-style-type: none"> <li>• Awareness of obstacles.</li> <li>• Receive tools &amp; strategies to succeed in higher education.</li> <li>• Work with mentors of similar backgrounds.</li> </ul> | <ul style="list-style-type: none"> <li>• Development of self-sustainability</li> <li>• Increased critical thinking</li> <li>• Creation of social capital</li> <li>• Increased self-confidence</li> </ul> | Fall & Spring |
| STEM interactive workshops     | <ul style="list-style-type: none"> <li>• Exposure to individuals in STEM career fields of similar backgrounds.</li> </ul>                                                                                  | <ul style="list-style-type: none"> <li>• Increased awareness of STEM Careers</li> <li>• Increased self confidence in STEM courses</li> </ul>                                                             | Fall & Spring |
| Strategic Scholarship Planning | <ul style="list-style-type: none"> <li>• Completed Personal statement &amp; resume</li> </ul>                                                                                                              | <ul style="list-style-type: none"> <li>• Improvement of strategic &amp; college level writing</li> </ul>                                                                                                 | Fall          |
| Personalized Advisement        | <ul style="list-style-type: none"> <li>• Career mapping</li> <li>• Course planning</li> </ul>                                                                                                              | <ul style="list-style-type: none"> <li>• College Navigational Skills</li> <li>• Problem Solving</li> </ul>                                                                                               | Fall & Spring |
| Community Services Projects    | <ul style="list-style-type: none"> <li>• Completion of service hours to build resume</li> </ul>                                                                                                            | <ul style="list-style-type: none"> <li>• Development of Leadership &amp; Teamwork Skills</li> </ul>                                                                                                      | Fall & Spring |

### 3. QUALITY OF PROJECT SERVICES

#### **(3)(i) Extent of Training/Professional Development Services Provided are Sufficient**

Since 2001 UNM CAMP has ensured that all students recruited have an experience that is fair to all regardless of matriculation to UNM. The success of UNM CAMP is in large part due to its dedicated staff. UNM CAMP has developed the following trainings and opportunities for UNM CAMP Scholars: Scholarship Workshops, Resume Building, Mock Interviews, and Monthly Meetings with identified topics, Farmworker Awareness Week, the Rural Student Project, and the Southwest HEP/CAMP Student Leadership Conference, all which allow staff to gain professional experience, grow their networks and sharpen their skills to better serve UNM CAMP scholars. Staff attend several higher education related conferences such as the UNM Advisor’s Institute, UNM Mentoring Institute National Conference, the NM Association of Student Affairs Professional Symposium, and the NM Higher Education Assessment and Retention Conference. These opportunities are paired with the National HEP/CAMP Association Conference which allow staff to stay updated on best practices surrounding MSFW students. UNM CAMP has been

strategically placed in an infrastructure to regularly receive pertinent training such as LGBTQ training, financial aid, advisement updates, and New Student Orientation. Via weekly staff meetings and exchanges with El Centro, CAMP staff are continuously reflecting on their practices and considering ways to best deliver services to UNM CAMP scholars.

**(3)(ii) Extent of Services to be Provided are Focused on those with Greatest Needs**

UNM CAMP scholars graduate from rural communities that have limited to no resources available to adequately prepare them for the rigors of a very high research university such as UNM. Scholars are likely to have limited or no family contribution to the cost of attendance at UNM and a majority of them require one to three introductory (remedial) courses to bring them up to the academic level required at the university. All CAMP scholars are assessed on their academic, financial and personal needs based on ACT scores, High School GPA, FAFSA Student Aid Report, course placement and family history. By combining all elements, students with the lowest academic preparation are prioritized and supported accordingly through tutoring and supplemental support; learning study habits and practical tips needed to succeed as scholars. Simultaneously, all students, but particularly those with the highest financial need, receive information about scholarships and guidance navigating their finances. The comprehensive support services of UNM CAMP are designed so students with greatest academic, financial, and social needs develop self-confidence and gain skills needed to complete their bachelor's degree.

**(3)(iii) Services Lead to Student Achievement Measured by Rigorous Academic Standards**

The average UNM retention rate for incoming freshmen into their 3<sup>rd</sup> semester is 76.3% (UNM fact book, 2012) and the OME GPRA#1 target is of 86%. UNM CAMP has averaged 80% 3<sup>rd</sup> semester retention since its existence, surpassing the UNM rate. UNM CAMP scholars meet or exceed rigorous academic standards even considering that they enter higher education with lower

ACT scores (19.8) vs. traditional UNM freshmen (22.2); highlighting the critical impact of UNM CAMP services which lead to success. Research shows that participating in High Impact Practices (HIPS) such as First-Year Seminars and Undergraduate Research not only leads to greater persistence and retention of students, but encourages development of non-cognitive skills and 21st Century Competencies (Kuh, 2008). UNM CAMP has incorporated these practices:

| <b>Selected High Impact Practices (Kuh, 2008)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <b>First-Year Seminar:</b> CAMP Class and cohort building - Extended summer orientation to emphasize critical inquiry, collaborative learning, a sense of belonging &amp; other skills, <b><u>Other practices explored, performed or achieved through UNM existing initiatives</u></b></li> <li>• <b>Learning Communities:</b> - Two or more courses linked that students take together. Encourage integration of learning, group work, sense of belonging, engaging students with questions</li> <li>• <b>Undergraduate Research:</b> Courses/opportunities connect key concepts/questions with student early, active involvement in systemic investigation &amp; research.</li> <li>• <b>Diversity/Global Learning:</b> Courses/Programs engaging students in cultures, life experiences, and worldviews different from theirs. Explore complex issues/global struggles. May be enhanced by community experiential learning.</li> <li>• <b>Service Learning, Community-Based Learning:</b> Give students direct experience with issues they are studying &amp; with ongoing efforts to analyze &amp; solve problems in the community. Students apply what they are learning in actual settings &amp; reflect on experience.</li> <li>• <b>Internships:</b> Provide another avenue for experiential learning. . Direct work experience in a setting related to career interest. Benefits of supervision/coaching from professionals.</li> </ul> |

#### **4. QUALITY OF PROJECT PERSONNEL**

##### **(4)(i) Qualifications of the Project Director and Principal Investigator**

**Principal Investigator (PI) (Project Oversight)** – Rosa I. Cervantes will serve as the PI for UNM CAMP and has worked at UNM for 18 years in several positions of leadership/innovation. She served in various roles at El Centro, the major hub for Latino advocacy and support, from 1992 until 2008 when she was hired as the Director of Outreach for CEOP. At CEOP she was PI for two TRiO grants: the Educational Opportunity Center and Upward Bound, an OME grant: High School Equivalency Program, and several state and privately funded grants. In 2014 she returned to El Centro as Director and Special Advisor to the President on Latino Affairs. UNM CAMP has

evolved since its inception, with her leadership the program will continue to better serve MSFW.

**Project Director (PD)** – Ivan Olay serves as the current PD for UNM CAMP and previously served as the academic advisor from 2004 until 2007. Under his guidance, UNM CAMP has seen several transformations that benefit scholars through increased diffusion of scholarly opportunities and community engagement. He has served as Advisor to CAMPERINOS, the CAMP alumni student organization, Registration Chair for the National Conference and currently serves as Treasurer for National HEP/CAMP Association. Mr. Olay led the effort in securing funding for the Rural Student Project (RSP), a partner project serving rural communities with the idea of assisting UNM CAMP scholars beyond their first year. His 13 years with UNM CAMP give him the critical experience for excellence.

#### **4.ii Qualifications, Relevant Training and Experience of Key Project Personnel**

UNM CAMP considers the PD as the only “key” project personnel; however, the following are essential UNM CAMP staff. **The Academic Advisor (AA) and Recruiter** help serve scholars and ensure they have the most opportunities and services available in order to succeed. Diana Martinez-Campos serves as the AA, which entails providing 4-year academic planning, professional development opportunities, acculturation support and supervision of student staff. Diana, a 2006 CAMP alumna from Sacramento State, graduated with her BA in 2010 and with her Master’s Degree in Higher Education from New Mexico State in 2015. She served as interim director for the Multicultural Center at Sacramento State from 2010-2012. Trinidad Mendoza, Recruiter, is a 2006 UNM CAMP alumna, graduating with a Bachelor’s and Master’s degree in 2010 and 2014 respectively in Architecture and Planning. He has had several positions at UNM; Freshmen Orientation Leader, UNM CAMP tutor/mentor, College Prep Program Coordinator, HEP Resident Advisor and GA for EOC. All staff are bilingual, have experience with migrant and

immigrant experiences and firsthand knowledge of 1<sup>st</sup> generation student issues. UNM CAMP does not discriminate on the basis of race, color, national origin, gender, age or disability when selecting participants or hiring staff. Every effort is made to seek employment candidates who understand the unique needs of migrant populations and reflect those served by the project.

## **5. QUALITY OF MANAGEMENT PLAN**

### **(5)(i) Adequacy of the Management Plan**

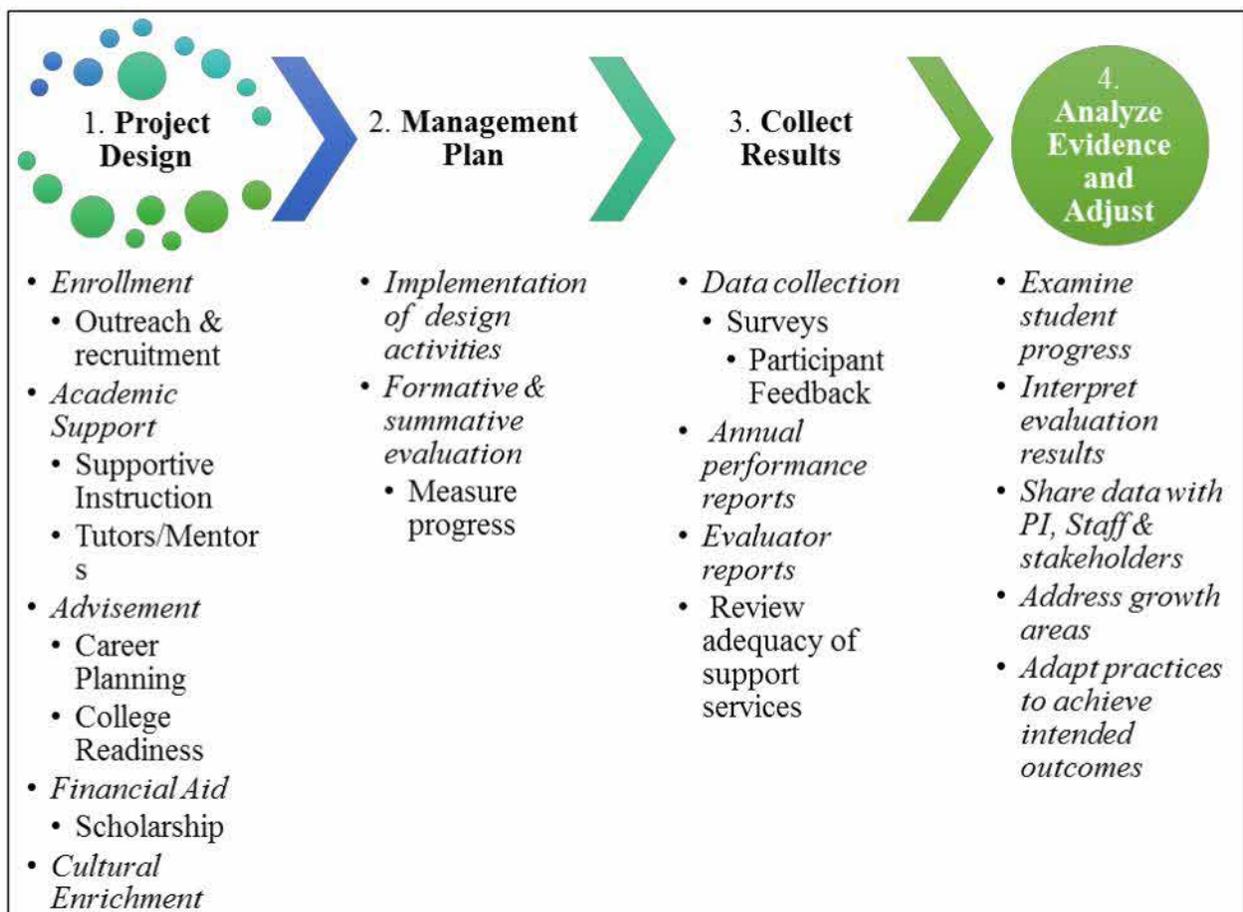
UNM CAMP includes a management plan that incorporates all the essential control functions and elements to ensure an efficient and effective program. **Project Management:** UNM CAMP is an integral part of the university administrative structure and will be administered by El Centro. The Project Director (PD) will be a liaison between the Department of Education, HEP/CAMP Association, and state migrant agencies. The PD will prepare fiscal reports, supervise the maintenance of student files, and ensure documentation and follow-up on participants' progress. The PD will hire, train, and supervise program staff, oversee academic progress, advisement, recruitment, and placement activities. **Financial Management:** All financial transactions are completed in accordance with Uniform Guidance, program regulations, and UNM policy. The PD and PI monitor all budget transactions in conjunction with El Centro's Supervisor for Admin Support. Monthly reports are generated and reconciled through UNM's Accounting System. UNM CAMP has a checks-and-balances system for expenditure of funds to ensure compliance with all federal regulations and University guidelines and is reviewed by the PI, PD and Supervisor for Admin Support. The PI and the UNM Contract & Grants Office review all purchase requests for budget conformity, availability of funds, and allowable expenses under the guidelines by the Office of Migrant Education. **Student Records Management:** Records related to compliance are maintained by project staff in the UNM CAMP office. A comprehensive file will be maintained

for each student including application, eligibility documentation, acceptance letter, student account actions, schedules, participation sheets and follow-up data. Although UNM CAMP is responsible for the implementation of all project activities, UNM CAMP will coordinate its project, to the extent feasible, with other local, State and Federal programs to maximize the resources available for UNM CAMP scholars.

**(5)(ii) Adequacy of Procedures for Feedback and Improvement of Project Operations**

UNM CAMP has developed management procedures for ensuring the feedback and continuous improvement in the operation of the project. Each activity implemented is evaluated by UNM CAMP scholars through online collection and converted into qualitative and quantitative data for immediate and future reference. Data is collected, pertinent notes are taken, and along with event specifics are submitted to the PD and shared with staff. Vital project information such as GPA, course hours, progress, financial allocation, etc. are collected in project database as well as in hard copy in student files. Monthly, the UNM CAMP staff completes duty specific reports on activities and uses the collected data to assess and improve the program services as needed. These reports include information on student participation numbers, activity event details, budget expenditures, progress on project objectives, and any other vital information. These reports are used to complete a monthly program report that is forwarded to the PI and reviewed to determine effectiveness and efficiency. Annually, UNM CAMP staff generates and submits reports to the U.S. Department of Education, Office of Migrant Education, detailing the outcome of the grants goals/objectives along with reporting GPRA measures. Activity Reports and Monthly Reports are used to generate of these federal reports. UNM CAMP conducts end of year focus groups to collect scholar feedback about program successes and improvements. Educational Mentor/Tutors meet on a weekly basis with their assigned students; UNM CAMP Academic Advisor holds bi-monthly meetings with all

CAMP scholars to provide academic advising, career counseling, and address additional issues; the PD meets with the UNM CAMP staff on a weekly basis; and the PD meets monthly with the PI. Information is collected on an ongoing basis through these scheduled meetings/activities so that the project staff can assess and implement any updates and/or changes to best serve the scholars. Staff meets at the end of each semester to assess effectiveness of program and implement changes. UNM CAMP’s Cycle of implementation and evaluation is focused on the proposal objectives, driven by scholar success and the value of continuous improvement. This cycle is used to ensure the program is serving scholars effectively:



**(5)(iii) Commitments of Personnel are Appropriate/Adequate to Meet Project Objectives**

All UNM CAMP staff will continue to have a demonstrated knowledge of, and be sensitive to, the

unique characteristics and needs of the migrant population. UNM CAMP will continue to maintain employment policies that include staff in-service training and technical assistance to ensure that all staff is up-to-date on appropriate and effective service delivery methods. Duties for project staff are as follows:

|                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Project Director (100%) – Key Personnel</b>                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                     | <b>Principal Investigator (Inst. Support)</b>                                                                                                                                                                                                                                                                                                                      |
| <ul style="list-style-type: none"> <li>• Day to Day Operation of grant</li> <li>• Fiscal Management</li> <li>• Implement program activities</li> <li>• Maintain/Establish community partnerships</li> <li>• Ensure objectives are met</li> <li>• Guide Evaluation Plan</li> <li>• Maintain communication with OME, National HEP/CAMP Association</li> </ul> |                                                                                                                                                                     | <ul style="list-style-type: none"> <li>• Oversight &amp; Guidance</li> <li>• Liaison between UNM Administration &amp; UNM CAMP</li> <li>• Identify additional resources for Scholars</li> <li>• Ensure compliance with university, local, state &amp; federal regulations</li> <li>• Recruit &amp; Hire Project Director</li> <li>• Monitor CAMP budget</li> </ul> |
| <b>Program Professional Staff (100%)</b>                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Academic Advisor</b>                                                                                                                                                                                                                                                                                                                                     | <b>Student Recruiter</b>                                                                                                                                            | <b>Administrative Assistant</b>                                                                                                                                                                                                                                                                                                                                    |
| <ul style="list-style-type: none"> <li>• Academic Advising</li> <li>• Career Planning</li> <li>• Student File Maintenance</li> <li>• Student Staff Supervisor</li> </ul>                                                                                                                                                                                    | <ul style="list-style-type: none"> <li>• School Liaison</li> <li>• Student Liaison</li> <li>• Financial Guidance</li> <li>• Enrollment/Admission Support</li> </ul> | <ul style="list-style-type: none"> <li>• Inventory Maintenance</li> <li>• Procurement Processes</li> <li>• Logistic Planner</li> </ul>                                                                                                                                                                                                                             |
| <b>Student Staff &lt; 50%</b>                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Project Assistant</b>                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                     | <b>Student Staff – Mentor/Tutor/Clerical (7)</b>                                                                                                                                                                                                                                                                                                                   |
| <ul style="list-style-type: none"> <li>• Data Collection</li> <li>• Class Assistant</li> <li>• Scholarship &amp; Internship Organizer</li> </ul>                                                                                                                                                                                                            |                                                                                                                                                                     | <ul style="list-style-type: none"> <li>• Peer Mentor &amp; Academic Support</li> <li>• University Navigational Guidance</li> <li>• Introductory Tutoring</li> <li>• Clerical Program responsibilities</li> </ul>                                                                                                                                                   |

UNM CAMP has designed project staffing to ensure that an adequate amount of time is allocated for each position needed to meet objectives. Also critical for objective attainment and oversight are the commitment from UNM for the PI and Supervisor of Admin Support. Bilingual staff is recruited preferably with experience with migrant and immigrant experiences and firsthand knowledge of 1<sup>st</sup> generation student issues. Every effort is made to encourage candidates for employment that reflect the population served by this project and those who understand the unique needs of migrant populations. Proposed levels of staffing have proven to be efficient and effective.

**Table 4** contains the focus areas in order to ensure the program meets its objectives:

| <b>Table 4</b>               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Focus Area</b>            | <b>Activity to Assure Objectives Are Met &amp; Are of High Quality</b>                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Staff Training – In Services | <ul style="list-style-type: none"> <li>● Annual Staff Retreats/Assessment Meetings</li> <li>● Annual Reviews of Staff</li> <li>● Eligibility Criteria is reviewed</li> <li>● Programmatic &amp; Planning Meetings</li> <li>● Training of NM Migrant &amp; Seasonal families – MEP</li> <li>● Experience with marginalized populations, preferably MSFW families</li> </ul>                                                                                                                            |
| Training & Tech Assistance   | <ul style="list-style-type: none"> <li>● Trainings for continuous improvement</li> <li>● Participation in Annual Directors Meeting</li> <li>● HEP/CAMP Annual Conference</li> <li>● Educational Trainings offered by state, university and other like programs</li> </ul>                                                                                                                                                                                                                             |
| Staff travel                 | <ul style="list-style-type: none"> <li>● Appropriate Travel for staff in the following areas:<br/>-Training – Recruitment - Partnership maintenance &amp; creation</li> </ul>                                                                                                                                                                                                                                                                                                                         |
| Student travel               | <ul style="list-style-type: none"> <li>● Student travel to expand their experiential &amp; academic knowledge</li> <li>● Student Focused Training &amp; Networking Activities</li> <li>● Student Conferences &amp; Cultural Excursions</li> </ul>                                                                                                                                                                                                                                                     |
| Interagency Coordination     | <ul style="list-style-type: none"> <li>● PI &amp; PD – UNM Community Liaisons &amp; MEP partnerships</li> <li>● Recruiter – School partnerships &amp; UNM Enrollment Management</li> <li>● Annual meeting with School Agencies</li> <li>● Advisor – Advisor network and Academic Units Liaison</li> <li>● Migrant Education Department</li> <li>● UNM TRiO Programs referrals</li> <li>● El Centro de la Raza services &amp; program referrals</li> <li>● NM state HEP Programs’ referrals</li> </ul> |
| Evaluation Plan              | <ul style="list-style-type: none"> <li>● Programmatic data collection</li> <li>● UNM CAMP scholars feedback</li> <li>● UNM data analysis</li> <li>● External Evaluator</li> </ul>                                                                                                                                                                                                                                                                                                                     |

## **6. ADEQUACY OF RESOURCES**

### **(6)(i) The Adequacy of Support from the Applicant Organization**

**Location:** UNM CAMP is in a central location with access to many resources, programs and services on campus. The office is located in Mesa Vista Hall (MVH) which adjoins the University Advisement and Enrichment Center, a central hub providing the advantage of the One-Stop Center, an all-inclusive student service department which includes the Student Employment Office, the

Financial Aid Office, the Office of Admissions, the Registrar, the Bursar’s Office. The location of UNM CAMP offers the benefit of situating scholars in the center of campus activity where they engage in social, cultural, and academic opportunities surrounding them. Finally, the location of the UNM CAMP offices on the 3<sup>rd</sup> floor in MVH is in proximity to several other student support services and TRiO programs that all UNM CAMP scholars are referred to during and after their completion with the program such as UNM Student Support Services, College Enrichment Program, Ronald E. McNair, Accessibility Services as well the Ethnic Centers and various academic units. **Equipment and Supplies:** The University of New Mexico has committed numerous equipment items in an effort to supplement the grant and the services provided. Some of the items include, but are not limited to, the following; a mini-van, a 15-passenger van, office furniture, filing cabinets, access to various computer labs and office and conference room spaces. **Personnel:** UNM commits the following individuals to support the grant and enhance project services: *Principal Investigator:* As part of her duties, PI commits 10% of her time to work with UNM CAMP project to ensure implementation of project activities and coordination with similar activities as well as ensure compliance. *Supervisor of Admin Support (SAS):* El Centro commits 5% of the department’s SAS to the project to assist the UNM CAMP Administrative Assistant in tracking and verifying project purchases and managing accounts.

**(6)(ii) Relevance/Demonstrated Commitment of Each Partner for Success of Project**

Below are relevant partnerships with committed resources vital to the program success:

| Department        | Commitment                                                                                                                                                                                                                                                                       |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financial Aid     | <ul style="list-style-type: none"> <li>• Staff to present workshops on the financial aid process &amp; work with students to complete FAFSA forms as well as Financial Aid Training</li> <li>• Access to Student Information System for advisement &amp; verification</li> </ul> |
| Admissions Office | <ul style="list-style-type: none"> <li>• Provide program-specific individual to assist with recruitment.</li> <li>• Gateway Program: allow those not admissible in the traditional admissions to UNM to participate in program &amp; still be part of CAMP</li> </ul>            |

|                                                           |                                                                                                                                                                                                                                                |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Recreational Services                                     | <ul style="list-style-type: none"> <li>• Provide Cultural Events Coordinator to coordinate our events annually.</li> </ul>                                                                                                                     |
| Center for Academic Program Support                       | <ul style="list-style-type: none"> <li>• Provide UNM CAMP staff training in mentoring &amp; tutoring practices</li> <li>• Supplement tutoring services provided by UNM CAMP &amp; access to UNM CAMP participants tutoring records.</li> </ul> |
| University College                                        | <ul style="list-style-type: none"> <li>• Provide guidance for UNM CAMP scholars as needed</li> <li>• Facilitate any academic roles that UNM CAMP cannot complete</li> <li>• Academic Advisement workshops to UNM CAMP Scholars</li> </ul>      |
| Student Health and Counseling Center                      | <ul style="list-style-type: none"> <li>• Provide staff to present substance abuse and wellness workshops and access to health services to UNM CAMP participants.</li> </ul>                                                                    |
| College Enrichment Program (CEP)                          | <ul style="list-style-type: none"> <li>• Provide staff to coordinate the UNM CAMP incoming freshman orientations.</li> <li>• Additional Freshmen advisement support as needed</li> </ul>                                                       |
| Student Support Services (SSS)                            | <ul style="list-style-type: none"> <li>• Provide Referrals of SSS TRiO eligible participants</li> <li>• Provide priority review of all UNM CAMP scholar applications for admittance to program</li> </ul>                                      |
| Career Services                                           | <ul style="list-style-type: none"> <li>• Provide Meyer Brigg Assessment</li> <li>• Provide Skills Inventory</li> </ul>                                                                                                                         |
| Office of the Registrar                                   | <ul style="list-style-type: none"> <li>• Notification of UNM CAMP student probationary status.</li> <li>• Access to the UNM Student Information System for advisement, registration and verification purposes.</li> </ul>                      |
| Dean of Students/ Freshmen Learning Communities           | <ul style="list-style-type: none"> <li>• Assignment of at least one (1) Freshman Interest Group (FIG) course to an UNM CAMP staff member each fall.</li> <li>• Publication of program information in the Freshman Resource Guide.</li> </ul>   |
| Ronald E. McNair Scholars & Research Opportunity Programs | <ul style="list-style-type: none"> <li>• Provide priority review of all UNM CAMP student applicants for selection into the program.</li> <li>• Allow UNM CAMP participants to sit in on Faculty Research Presentations.</li> </ul>             |
| Educational Opportunity Centers (EOC)                     | <ul style="list-style-type: none"> <li>• Referrals of EOC TRiO participants to the UNM CAMP program.</li> </ul>                                                                                                                                |
| Upward Bound (UB)                                         | <ul style="list-style-type: none"> <li>• Referrals of UB TRiO participants to the UNM CAMP program.</li> </ul>                                                                                                                                 |
| El Centro de la Raza                                      | <ul style="list-style-type: none"> <li>• Referral of &amp; pipeline support assisting scholars through graduation</li> <li>• Priority Review for research program like El Puente/Lobos Unidos</li> </ul>                                       |
| High School Equivalency Program (HEP)                     | <ul style="list-style-type: none"> <li>• Referral of HEP students to the UNM CAMP Program</li> </ul>                                                                                                                                           |

**(6)(iii) Reasonable Costs in Relation to Objectives/Design/Potential Significance of Project**

Costs are reasonable in relation to the objectives and scope of the project. The budget is cost

effective and reasonable. UNM support of CAMP is strong as evidenced by its contributions. The proposed budget is in accordance with the per student amount of other programs federal programs at UNM and nationwide with other CAMP programs. Salaries and fringe are based on current UNM salary schedules and fringe benefit guidelines. Travel costs are aligned with Federal OME and UNM guidelines for professional development training

**(6)(iv) Costs Reasonable in Relation to Number of Persons Served and Results Expected**

UNM CAMP operates within a Hispanic Serving Institution ranked a Carnegie 1 Very High Research Institution. The budget of \$425,000 per year, for 30 participants, is adequate to support planned project services and activities as outlined in the Budget Section of this proposal. Costs are reasonable in relation to the objectives and scope of project with experienced personnel occupying every position. UNM and community support is strong as evidenced by the facilities, equipment and committed time and resources from various partner organizations and UNM departments. The budget offers participants financial support increasing the likelihood that participants will succeed.

**(6)(v) Incorporation of Project Purposes, Activities or Benefits after Federal funding.**

UNM CAMP has worked diligently to establish the need of MSFW scholars and their families at UNM. In 2001 there were no resources that were specifically for MSFW students; educating the University community about this population has taken time. The UNM CAMP staff were all in one 10x10 office and since then, the presence of UNM CAMP and the issues that it has brought to light has been positive. UNM CAMP now counts on the support of El Centro, community organizations like the Albuquerque's Recuerda Cesar Chavez Comité, La Plazita Community agency to name a few. Through the efforts of UNM CAMP, a Farmworker Awareness Week at UNM has been organized. The Rural Student Project (RSP) was also created in response to CAMP and CAMP-like students' need of continued support to finish their baccalaureate degree. RSP gives

scholars opportunities to participate in community services/civic engagement while earning a \$1000 scholarship each semester. These significant events/programs demonstrate the value and need to assist MSFW students. UNM CAMP and various partners are committed to fostering support for MSFW scholars beyond the first year.

**7. QUALITY OF PROJECT EVALUATION**

Evaluation will be conducted throughout the five-year cycle. A formative and summative evaluation using both qualitative and quantitative methods will be conducted that builds on previous research. Evaluation results will be used to monitor and implement operations by project staff. An external evaluator will assist in assessing effectiveness in meeting program objectives and adherence to OME regulations including working toward providing evidence of promise.

**(7)(i) Evaluation Methods are Thorough/Feasible/Appropriate for Project Operations**

Since 2001 UNM CAMP has used data to assess quality of services and it has continuously improved its methods for data collection. The evaluation cycle at UNM CAMP is as follows:

| Phase 1 →                                                   | Phase 2 →                                                | Phase 3 →                                                    | Phase 4 →                                                   | Phase 5                                     |
|-------------------------------------------------------------|----------------------------------------------------------|--------------------------------------------------------------|-------------------------------------------------------------|---------------------------------------------|
| Prior to Each Project Year                                  | Beginning of Project Year                                | Throughout Semester                                          | Throughout Semester                                         | End of Project Year                         |
| Review Mission, Purpose & Objectives to Develop Action Plan | Implement Strategies to Meet Objectives & Serve Scholars | Review Activities & Record Progress to Monitor Effectiveness | Revise Strategies & Activities and take corrective actions. | External evaluation to assess Effectiveness |


 Feedback – inform & make programmatic changes as needed

Based on the GPRA measures and objectives stated for the project, UNM CAMP will track contacts made with students, eligibility requirements, demographics, course placement, GPA, enrollment loads, academic progress, and financial allocation for students every semester. Satisfaction surveys provided after CAMP activities to students and end-of-year focus groups will

provide direct feedback on the quality of services. These methods are feasible and appropriate.

The Office of Contracts and Grants will assure that all purchases are reasonable, allowed and allocable per Office of Management and Budget federally funded grant requirements.

**(7)(ii) Evaluation Methods Provide Performance Feedback/Assessment of Project Progress**

Quantitative data from each CAMP cohort is indicative- in large part- of the effectiveness of UNM CAMP. Two tools, Banner and the National Student Clearinghouse (NSC) are integral in tracking the progress of current and former CAMP participants. Banner, an internal database, allows CAMP to follow students while at UNM and the NSC monitors students' enrollment status and movement across institutions in the country. CAMP uses both tools to collect data on students' GPAs, average number of students completing the program each year, number of students retained at UNM, and financial aid awards. Students' data on academic performance, both on progress and attrition, will be compared with university and national averages to gauge project performance and implement corrective strategies. Moreover, UNM CAMP counts with the support of the Student Affairs Assessment Director to compare CAMP students' performance at UNM with that of the general student population and with that of students of similar demographics as CAMP scholars. Also, qualitative data from student surveys, interviews and reflection exercises conducted throughout the academic year provide critical performance feedback. Through guided discussion in weekly staff meetings, semester retreats, and a summer planning session, CAMP staff utilizes feedback to identify immediate and long-term improvements. Below is the model used to determine evaluation methods used to monitor the project's progress toward achieving intended outcomes:

| <b>Formative Evaluation Themes</b>                                                                                                                                                                | <b>Summative Evaluation Themes</b>                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• How is UNM CAMP doing toward achieving the objectives?</li><li>• How can UNM CAMP improve?</li><li>• Are resources &amp; activities adequate to</li></ul> | <ul style="list-style-type: none"><li>• Were program objectives met?</li><li>• Are outcomes data attributable to the strategy/intervention?</li><li>• What was the value-added to the experience</li></ul> |

|                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| achieve the objectives?<br><ul style="list-style-type: none"> <li>• Do strategies demonstrate excellence?</li> <li>• Were there unexpected consequences?</li> </ul>                                                                                                                                                                                       | of target population?<br><ul style="list-style-type: none"> <li>• What resources are needed to address program weaknesses?</li> </ul>                                                                                                                                                                                                                                     |
| <ul style="list-style-type: none"> <li>• <b>Quantitative Evaluation Measures</b></li> </ul>                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>• <b>Qualitative Evaluation Measures</b></li> </ul>                                                                                                                                                                                                                                                                                |
| <b>Every Semester</b> <ul style="list-style-type: none"> <li>• Surveys- single answer, multiple choice</li> <li>• Number/percentage of participants retained</li> <li>• Semester Grades/GPAs of scholar</li> </ul> <b>Monthly</b> <ul style="list-style-type: none"> <li>• Document Reviews</li> <li>• Meetings w/ Advisor/Educational Mentors</li> </ul> | <b>Every Semester</b> <ul style="list-style-type: none"> <li>• Focus Groups &amp; Individual Interviews</li> <li>• Student Stories/Case studies</li> <li>• Field notes/observations</li> </ul> <b>Monthly</b> <ul style="list-style-type: none"> <li>• Meeting agendas &amp; notes reviewing &amp; analyzing data</li> <li>• Surveys with open ended questions</li> </ul> |

The methods proposed will be used in conjunction with the external evaluator’s assessment who will use the approved UNM CAMP proposal as a guide to evaluate all aspects of the project.

**(7)(iii) Extent to which the Evaluations Methods Will Produce Evidence of Promise**

UNM CAMP understands the importance of using interventions supported by What Works Clearinghouse (WWC) standards of evidence to enhance effectiveness of the project proposed. A study from WWC, *Closing the Social Class Achievement Gap; A Difference-Education intervention improves first generation students’ academic performance and all students’ college transition*, found an improvement in academic performance when students took part in a student panel in which they saw and heard upper classmen, with backgrounds similar to theirs, talk about their college experience(s) (Stephens et al., 2014). UNM CAMP has adopted this strategy supported by empirical evidence to motivate students to persist in college. Specifically, throughout the academic year, UNM CAMP coordinates activities where CAMP alumni are asked to share their backgrounds, experiences and acculturation strategies in college with incoming scholars. The analysis of satisfaction surveys, interviews, and reflection exercises after these activities, paired with students’ benchmarks for academic progress (GPA) provide an insight on the impact of the strategy with UNM CAMP scholars. Furthermore, with support from the institution, the methods

of evaluation for these interventions could potentially be used for a correlational study comparing CAMP students with non-CAMP students at UNM. Also, multiple activities at UNM CAMP, are aimed to help students overcome the challenges of developing a sense of belonging to UNM. Interventions such as peer-mentoring, alumni panels, service-learning, journaling exercises through the CAMP class, and even recreational activities, have been adopted based on the rationale of High Impact Practices for helping students enhance their connection to the institution and persist through adversity (Kuh, 2008). Further, a randomized control trial by Walton and Cohen (2011), *A brief social belonging intervention improves academic and health outcome of minority students* (reviewed by the WWC) found that strategies that directly reinforce minority students' sense of belonging can promote their academic performance "even long after their delivery" (p. 1450). Hence, quantitative and qualitative data collected from CAMP activities (presentations, events & peer-mentoring sessions) focused on overcoming adversity might serve to identify the impact of these activities on students' perception of belonging to the institution and their academic performance, thus providing evidence of promise. UNM CAMP will collaborate Dr. Paul Guerin and the Institute for Social Research (ISR) to conduct the evaluation. Dr. Guerin has worked at ISR since 1992 and has been the PI more than 100 research projects. These included as the evaluator of several National Institute of Health (NIH) projects, four National Science Foundation (NSF) projects, and a project funded by the private W.K. Kellogg Foundation, three federal Center for Substance Abuse Treatment (CSAT) projects, a U.S. Department of Education Title V Project, a number of federal Office of Justice Program grants, and various other STEM educational programs. Evaluation reports will provide opportunities for data driven decision making by CAMP staff and will be shared with university administration and OME to continue to promote successful and quality services for Migrant and Seasonal Farm Working families.

## Other Attachment File(s)

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\* Mandatory Other Attachment Filename:

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To add more "Other Attachment" attachments, please use the attachment buttons below.

**College Assistance Migrant Program  
University of New Mexico**



**PART 6: APPENDICES**

- Key Personnel – Project Director Job Description
- Project Director Resume
- Principal Investigator Resume
- Letters of Support
- References

**College Assistance Migrant Program  
University of New Mexico**

**KEY PERSONNEL**

**Project Director**

**Job Description**

Direct Leadership of UNM CAMP under limited supervisions of the Principal Investigator. Oversee the operation of the program according to the approved proposal. Creates and maintains the connection between program participants and key university administrators and departments. (Enrollment Management, Financial Aid, Residence Life, etc.) Maintains student files and monitor student participation and academic progress.

1. Plans and coordinates the development, implementation, and execution of initiatives designed to achieve the overall mission, goals, and objectives of the UNM CAMP program and OME GPRA measures.
2. Monitors and approves UNM CAMP fiscal activities
3. Oversees and administers all facets of the day-to-day operations of the project and activities related to UNM CAMP
4. Serves as primary liaison with internal and external constituencies on all matters relating to program activities; represents the University and UNM CAMP with respect to program activities on a local, regional, and/or national basis.
5. Plans, develops, and implements strategies for identifying resource opportunities for program activities, to include development of grant and other fundraising proposals.
6. Provides and/or coordinates the provision of technical guidance, consultation, related support to clientele within area of program focus; provides day-to-day problem solving as necessary on day-to-day program-related needs and issues.
7. Oversees and/or coordinates the collection, compilation, and analysis of program activity data; develops, writes, edits, and presents comprehensive statistical and narrative program reports and evaluations.
8. Develops operating goals and objectives for UNM CAMP; implements and administers methods and procedures to enhance operations, as appropriate to the unit.
9. Supervise and/or lead staff and/or student employees

**IVAN OLAY**

(b)(6)

**EDUCATION:**

M.A. College of Education

University of New Mexico, Albuquerque, NM

Educational Leadership & Organizational Learning, Anticipated Graduation Date: Dec 2016

B.B.A., Robert O. Anderson School of Management,

University of New Mexico, Albuquerque, NM.

Production and Operations Management Graduation Date: May 2002.

**WORK**

**EXPERIENCE:**

**Dept. of College Enrichment & Outreach Programs - College Assistance Migrant Program**

- Program Specialist (January 2007 – Present)
  - Oversees the supervision of CAMP personnel
  - Develops annual operating budgets
  - Serve as a liaison to external agencies
  - Oversees and works directly in the day-to-day operations

**The University of New Mexico – Freshmen Academic Choices**

- Temporary Faculty (August 2004 – Present)
  - Developed Freshmen Seminar curriculum for course
  - Coordinated of in-class presenters
  - Facilitated class discussions

**Special Programs – College Assistance Migrant Program (CAMP)**

- Student Program Advisor (April 2004 – January 2007)
  - Academic advisement of current program students
  - Coordination of Social/Cultural events
  - Recruitment of potential CAMP participants
  - Supervision of Mentor/Tutor program

**Special Programs – Educational Opportunity Center (EOC)**

- Educational Site Coordinator (September 2003 – April 2004)
  - General Advisement on Higher Education opportunities
  - Presented workshops to various audiences at different educational institutes
  - Collaborated with comm. agencies to facilitate resources for community
  - Recruited eligible participants

**Home Education Livelihood Program – (HELP)**

- Community Specialist (November 2002 – May 2003)
  - Placed participants in jobs with a potential of career advancement

- Determined financial assistance given to participants
- Recruited local business to participate with our Job-Training programs

**PROFESSIONAL & COMMUNITY INVOLVEMENT:**

**The National HEP/CAMP Association – Treasurer (2015)**

Serves as elected representative to oversee the management of the association’s monies, included in the duties are to create a budget, submit payments, collect revenue and forecast financial health of the organization.

**The Southwest HEP/CAMP Student Leadership Conference – (2011-2015)**

Along with seven other program directors, we created a conference that would address the needs of the student served by the HEP and CAMP programs. For the last four years I have served as the conference chair, coordinating the collaborative efforts to successfully host the conference in Santa Fe, NM

**UNM LIFE leadership fellow (2014-2015)**

Participate in developing leadership practices in action, professional understandings to be more effective in a University leadership role, how to promote learning in students and to empower others

**HEP/CAMP National Conference – Presenter – 2010, 2013, 2014, 2015**

Presented on the Tutor/Mentor component of the UNM CAMP program, on the Annual Southwest HEP/CAMP Student Leadership Conference and Farmworker Awareness Week at UNM

**Raza Junta – Aug 2013**

Served as Entertainment Co-Coordinator along with another UNM colleague, we worked to bring music and entertainment to the one day welcome back El Centro de la Raza event. This event was lead by the staff at El Centro and support by many university organizations and programs on campus.

**Advisor Institute – Presenter May 2013**

The CEOP Higher Education programs Student Support Services (SSS), Ronald E. McNair and the College Assistance Migrant Program (CAMP) presented to UNM advisors and staff to educate and raise awareness about the three programs.

**Foundations of Excellence, All Student Committee member (2012)**

The Foundations of Excellence (FoE) Task Force composed of over two hundred members of the UNM community, including faculty, students, and staff with the objective to improve the first-year experience for students at UNM.

**HEP/CAMP National Conference Planning Committee Member (2011 - 2015)**

Directed registration process, collected conference fee, bookkeeping services, and assisted with logistics prior and throughout the duration of the conference

**College Enrichment & Outreach Staff Retreat Committee Member (2009, 2010)**

Organized an annual professional retreat in collaboration with the planning committee with the goal of departmental cohesion and professional development

**American Indian Student Junior Day – (2010)**

Facilitated workshops for Junior level American Indian high school students to expose the opportunities possible through a university education

**Presidential Scholarship Committee – (2008, 2009)**

Selected student candidates to be awarded merit based scholarship with the University of New Mexico's scholarship award committee for incoming freshmen

**Professional Fellow - Office of Student Affairs (January 2008 – February 2009)**

Served as part of a professional cohort, and worked to promote the office of the student affairs mission and goals through the state of New Mexico

**NASPA National Conference – Presenter – April 2008**

As part of the fellow program with Office of Student Affairs, I had the opportunity to present on the fellows program.

**Raza Excellence Award Committee Member (2008, 2009)**

Served as a selection member of student recipients for outstanding community involvement within the Latina (o) community in New Mexico

**New Mexico Student Affairs Symposium Planning Committee Member (2008)**

Served as planning committee member of the state wide professional development and networking symposium for student affairs professionals

**Ronald E. McNair Conference Committee Member (2008-2009)**

Served in various capacities of the under graduate research oriented conference

**Omega Delta Phi Fraternity – Alpha Eta Chapter (UNM) (1999-2007)**

Founded this service fraternity as an undergraduate student, served in several capacities and leadership roles, including president. As an alumnus I served in the capacity of advisor for the chapter from 2002-2007

**HEP/CAMP Western Stream Conference Planning Committee Member (2005)**

Facilitated workshops, spearheaded evaluation efforts, lead social/cultural activities and assisted with logistics prior and throughout the duration of the conference

## ROSA ISELA CERVANTES

(b)(6)

### EDUCATION

Master of Arts, Family Studies, emphasis in Human Development and Family Relations  
The University of New Mexico, Albuquerque, New Mexico. December 2001.

Bachelor of Arts, Sociology and Spanish.

The University of New Mexico, Albuquerque, New Mexico. May 1997.

### PERSONAL SKILLS

- Ability to communicate with people on both a personal and professional basis.
- Fluency in both the spoken and written Spanish language.
- Fundraising and budget experience.
- Held multiple institutional and community leadership positions.
- Experience teaching at an undergraduate level.
- Extensive experience working and engaging with diverse populations.
- Engage and lead students and staff in a variety of diverse settings.

### TEACHING EXPERIENCE

Family Studies Program, College of Education, University of New Mexico

Part-time Instructor (Fall 2002, Fall 2003 – Spring 2007)

- Taught Family Studies 213, Marriage and Family Relations
- Taught Family Studies 343, Family Resource Management
- Taught Family Studies 443, Application of Family Resource Management  
Responsible for creating syllabus, grading and providing an engaging environment for students to learn about various Family Studies theories and practices. Class size: 23 -58 students.

Undergraduate Studies, University of New Mexico

Part-time Instructor (Fall 2003 – Fall 2006)

- Teach a Freshman Interest Group entitled “Living Healthy in College  
This class was co-taught and we were responsible for creating the syllabus, grading and providing an engaging environment for student to learn about how to live a holistic college experience. Class size: 20 first semester freshmen.

### UNIVERSITY DIRECTOR EXPERIENCE

El Centro de la Raza, University of New Mexico

Director and Special Advisor to the President on Latino Affairs, (January 2014 – Present)

- Deliver strategic direction, leadership, consultation, and support to the University Community, government and community agencies in addressing education needs, prospects, and related concerns of Latina/o students at the University. Oversee and coordinate the University’s efforts to advance and achieve key short- and long-term goals, priorities, and commitments specifically as they pertain to Latino/Hispano

communities. Serve in the capacity of special advisor to the President on student and community matters related to Latino/Hispano students and communities.

College Enrichment and Outreach Programs, University of New Mexico  
Program Operations Director, (March 2008 – December 2013)

- Managed and coordinate a set of programs established to promote Higher Education including TRIO and OME programs. Set strategic direction, develop and implement work scope and related operational policies and procedures. Established funding, and provide operational planning, budgeting, and assessment.

### **LEADERSHIP AND PROFESSIONAL EXPERIENCE**

El Centro de la Raza, University of New Mexico

- Student Program Specialist (October 2001 – March 2008)
- Sr. Student Program Advisor, (January 1999 – October 2001)
- Amistades Peer Mentoring Program Project Coordinator (January 1997 - August 1998)
- Innovative Programs Coordinator (September 1992-May 1997)

UNM Office of Student Affairs

- Fellow, Office of the Vice President (January 2001 – December 2001)

### **COMMUNITY LEADERSHIP & PROFESSIONAL MEMBERSHIPS**

Our Lady of Sorrows Catholic Church - Finance Council Member (November 2011 – Present)

National HEP/CAMP Association - Member (November 2009 – Present)

American Association of Hispanics in Higher Education (AHHEE)

- Member (February 2006 – Present) and 2016-2017 New Leadership Academy Fellow

Southwest Association of Student Personnel Assistance Programs (SWASAP)

- Member (October 2008 – November 2015)
- Executive Board Member (April 2009 to November 2010)

TRiONM (Formerly New Mexico/West Texas Association of Student Assistance Programs)

- Member (April 2008 – November 2015)
- Secretary (April 2009 to November 2010)
- Executive Board Member (April 2009 to November 2010)

National Association of Student Personal Administrators (NASPA)

Member (October 1995 – May 1997 and January 1999 – Present)

- National Undergraduate Fellows Program (previously MUFP) Alumni & Mentor
- Region IV-West Regional Board Member Latino/a Knowledge Community Representative and Community Leadership Board Member
- Presenter at 2001, 2004 & 2008 National Conferences

# CONGRESS OF THE UNITED STATES

DELEGATION OFFICE  
STATE OF NEW MEXICO  
HART SENATE OFFICE BUILDING  
WASHINGTON, D.C. 20510  
(202) 631-2322

February 17, 2016

John B. King, Jr.  
Acting Secretary  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

Dear Dr. King:

We are writing in support of the University of New Mexico College Assistance Migrant Program (UNM CAMP). UNM CAMP has an enormous impact on young people from rural New Mexico who have aspirations to acquire a bachelor's degree and more.

As the longest established CAMP program in New Mexico, UNM CAMP helps numerous scholars matriculate to the University of New Mexico (UNM). UNM is currently one of four universities nationally to hold the designation of a Carnegie 1 Very High Research Institution and a Hispanic Serving Institution (HSI).

New Mexico enjoys a year round agricultural industry which employs seasonal farm labor throughout the state—more than 23,000 farm laborers annually according to a 2012 report. The value of UNM CAMP to the state of New Mexico and the university is immense. The program is creating pathways to higher education at a high quality institution for our migrant and seasonal farm workers.

The qualified and experienced staff at UNM guides these scholars from the admission process, throughout their first year, and beyond. Since its inception, the program has served 456 students who might not otherwise have had access to and enjoyed success at an institution of higher learning.

We fully support the UNM's CAMP application, and we request that you give it your thorough consideration within your agency's guidelines.

Sincerely,



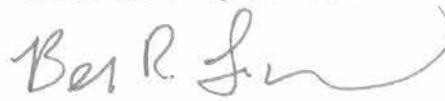
Tom Udall  
United States Senator



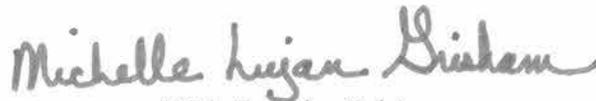
Martin Heinrich  
United States Senator



Stevan Pearce  
United States Representative



Ben Ray Luján  
United States Representative



Michelle Lujan Grisham  
United States Representative



February 19, 2016

ATTN: The Office of Migrant Education

To Whom It May Concern:

As President of the University of New Mexico (UNM), it is my privilege to write this letter of support for the UNM College Assistance Migrant Program (CAMP). This program has had extraordinary success in helping young, rural New Mexicans obtain a baccalaureate degree. Thanks to the sustained and dedicated work of the faculty and staff who contribute to this program, our students from migrant and seasonal farm working families are well prepared for a lifetime of achievement.

UNM CAMP, the longest established CAMP program in the state of New Mexico, has brought 456 scholars to the University of New Mexico. The program has become an important partner in UNM's mission to encourage post-secondary education for all who desire it and are willing to strive for excellence. The value of UNM CAMP for this university is immeasurable, since migrant students often face overwhelming challenges in their pursuit of higher education. CAMP provides academic, financial, and cultural support for participants, so they are able to overcome freshman hurdles and integrate into the life of this flagship university. In addition, the program staff assists these students throughout their education, giving them the tools, experience and individual support needed to succeed.

I strongly urge you to consider funding UNM CAMP in this grant cycle. With continued funding, UNM CAMP will continue to give these exceptional students the opportunity to enhance their lives and make important contributions to the social, cultural, and economic well being of our state and nation.

Sincerely,

(b)(6)

Robert G. Frank, President



*Vice President for Student Affairs*  
February 11, 2016

Attn: The Office of Migrant Education

To Whom It May Concern:

I would like to submit this letter of support for the College Assistance Migrant Program at the University of New Mexico. I have witnessed CAMP becoming an important partner in UNM's mission to provide post-secondary education to all that deserve it. I also have attended a number of CAMP graduations over the years and have been impressed with the hard work and dedication of the graduates.

We are especially proud of the programs that promote greater retention of our students from under-represented groups as well as those from lower income groups. We work particularly hard to bring student to the University who might not otherwise have opportunities to attend an institution of higher education. CAMP has become one of those crucial programs in this endeavor.

CAMP provides migrant students exposure to cultural events, academic programs, and other educational and financial support services that are not usually available to them. By providing these essential support services to migrant students during their first year of college, it significantly influences their continuation of their academic career. Coming from a migrant family myself, I recognize the overwhelming barriers that migrant students often face in the pursuit of a post-secondary education. CAMP is a means to effectively overcome these barriers.

Please take the application from the University of New Mexico into careful consideration. The program will be beneficial to many exceptional students, and as Vice President of Student Affairs, the University of New Mexico supports it.

(b)(6)

Eliseo "Cheo" Torres  
Vice President of Student Affairs  
University of New Mexico



February 18, 2016

Dr. Lisa Ramirez, Director  
Office of Migrant Education  
U.S. Department of Education  
Washington, DC 20202

Dear Dr. Ramirez,

It is with great pleasure that I write this letter of support for the College Assistance Migrant Program (CAMP) at the University of New Mexico. UNM CAMP offers Migrant students important support which is vital to their first year of college. Their work with university partners helps students connect beyond the first year with long standing support units such as El Centro de la Raza, which is where CAMP is now housed, developing sustained support networks.

The Division of Enrollment Management at the University of New Mexico is in strong support of programs such as CAMP and often our staff work together to recruit students as well as help them in their transition to post-secondary education. We have committed to enhanced support for the next funding cycle to include additional opportunities for CAMP students in our UNM Gateway program. The Gateway program is a cooperative with UNM, neighboring community colleges and UNM branch campuses designated to ensure a participating student's success in college. Typically, students are given UNM main campus benefits such as access to campus housing and other amenities while they complete 24 credit hours at one of our partner institutions and then upon completion they are fully admitted to UNM. In an effort to support UNM CAMP we will offer additional CAMP vacancies to ensure that there is another incentive for students who may be uncertain about their college pathway. CAMP Gateway students will be eligible to register for at least one class at UNM in addition to other privileges that come with the UNM Gateway Program and UNM CAMP. We are certain that not only will this expand access to students but strengthen our position to successfully transition students.

We ask that you take the UNM CAMP application into careful consideration. Since 2001 the partnership with UNM CAMP and our office has flourished. Without UNM CAMP at the University of New Mexico there would be a void of support for a valued population. We strongly embrace their continued funding and look forward to working with the many exceptional migrant students that we will welcome to our campus.

Sincerely,

(b)(6)

A rectangular box with a black border, containing the text "(b)(6)", indicating a redacted signature.

Dr. Terry Babbitt  
Associate Vice President



**STATE OF NEW MEXICO  
PUBLIC EDUCATION DEPARTMENT  
300 DON GASPAR  
SANTA FE, NEW MEXICO 87501-2786  
Telephone (505) 827-5800  
[www.ped.state.nm.us](http://www.ped.state.nm.us)**

HANNA SKANDERA  
SECRETARY OF EDUCATION

SUSANA MARTINEZ  
GOVERNOR

February 25, 2016

Lisa Ramirez, Director  
Office of Migrant Education  
U.S. Department of Education  
Washington, D. C. 20202

Dear Ms. Ramirez:

It is with pleasure that I am writing this letter in support of the College Assistance Migrant Program (CAMP) at the University of New Mexico. The University of New Mexico CAMP program has identified, admitted, and enrolled New Mexico students and has provided them with academic, social, and financial support to enable them to successfully complete their first year of college.

I urge you to give the University of New Mexico your utmost consideration in funding decisions. It is without reservation that I ask you to continue to fund an outstanding program that has been a wonderful resource for New Mexico's migrant children.

Sincerely,

(b)(6)

Louie R. Torrez, Director  
New Mexico Migrant Program  
NM Public Education Department  
Montoya Federal Building  
120 South Federal Place  
Santa Fe, New Mexico 87501

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University Controller  
 Main Campus  
 1 University of New Mexico  
 MSC01 1300  
 Albuquerque, NM 87131

Senior Executive Officer - Finance & Administration  
 Health Science Center  
 1 University of New Mexico  
 MSC09 5300  
 Albuquerque, NM 87131

**MEMORANDUM**

**DATE:** July 30, 2013

**TO:** Faculty, Staff, Chairs, Deans, Directors, and Administrators

**FR:** Elizabeth Metzger, University Controller (b)(6)  
 Ava J. Lovell, Senior Executive Officer for Finance & Administration-HSC (b)(6)

**RE:** New Federally Negotiated F&A Rates

Attached is the new federally negotiated facilities and administrative (F&A) rate agreement dated July 29, 2013, agreed to by UNM and the Department of Health and Human Services. This agreement is effective 7/1/13 through 6/30/17. Details of the new agreement are as follows:

- The rate for **On-campus research** remains at **51%** modified total direct costs (MTDC) for the period 7/01/13 – 6/30/16 and increases to **51.5%** MTDC for the final year of the agreement 7/01/16-6/30/17.
- The rate for **On-campus instruction** is **52%** MTDC and the rate for **On-campus other sponsored activities** (includes public service) is **43.5%** MTDC for the life of the agreement.
- The **Off-campus rate** is capped at **26%** MTDC for all programs. Off-campus is defined as activities performed in facilities not owned by the institution and to which rent is directly allocated to the project(s) or in facilities made available (at no cost) to the program by a non-university organization. If more than 50% of a project is performed in off-campus facilities, the off-campus rate will apply to the entire project.
- The rate for **On-campus Department of Defense (DoD) contracts** remains the same at **54%** MTDC. The rate for **Off-campus DoD contracts** is **29%** MTDC.
- The rate for **On-campus agreements with non-federal sponsors** remains the same at **54%** MTDC. The rate for **Off-campus agreements with non-federal sponsors** is **29%** MTDC.

- The rate for **Intergovernmental Personnel Act (IPA)** assignments is **9.75% MTDC**.
- The approved rate for miscellaneous fringe benefits is **3.43%** for Leave Payouts, Tuition Waivers and Retiree Benefits. Annual leave payouts at separation of employment will no longer be a direct charge.

The new F&A rate agreement will be implemented as follows:

- Effective immediately, any new proposals, newly proposed increments, supplements or new tasks that will start or extend past July 1, 2013 should use the rates in the new agreement.
- For existing awards, the current F&A rate will continue to be used for the life of the sponsored agreement. "Life" as defined by Federal OMB Circular A-21 (G7a) means the period of years for each competitive segment of a project approved by the funding agency at the time of the award. If negotiated rate agreements do not extend through the life of the sponsored agreement at the time of the initial award, then the negotiated F&A rate for the last year of the rate agreement will be used.

If you have any questions, please contact the Pre-Award Services office for Main Campus and Branches at 277-4186 or the Pre-Award Services office for the Health Sciences Center at 272-6264.

**COLLEGES AND UNIVERSITIES RATE AGREEMENT**

EIN: 1856000642A1

DATE:07/29/2013

ORGANIZATION:

FILING REF.: The preceding agreement was dated 07/13/2009

University of New Mexico  
1 University of New Mexico  
Albuquerque, NM 87131-0001

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

**SECTION I: INDIRECT COST RATES**

| RATE TYPES:             |             | FIXED         | FINAL          | PROV. (PROVISIONAL) | PRED. (PREDETERMINED)                                                              |
|-------------------------|-------------|---------------|----------------|---------------------|------------------------------------------------------------------------------------|
| <u>EFFECTIVE PERIOD</u> |             |               |                |                     |                                                                                    |
| <u>TYPE</u>             | <u>FROM</u> | <u>TO</u>     | <u>RATE(%)</u> | <u>LOCATION</u>     | <u>APPLICABLE TO</u>                                                               |
| PRED.                   | 07/01/2013  | 06/30/2016    | 51.00          | On Campus           | Organized Research                                                                 |
| PRED.                   | 07/01/2016  | 06/30/2017    | 51.50          | On Campus           | Organized Research                                                                 |
| PRED.                   | 07/01/2013  | 06/30/2017    | 52.00          | On Campus           | Instruction                                                                        |
| PRED.                   | 07/01/2013  | 06/30/2017    | 43.50          | On Campus           | Other Sponsored Programs                                                           |
| PRED.                   | 07/01/2013  | 06/30/2017    | 26.00          | Off Campus          | All Programs                                                                       |
| PRED.                   | 07/01/2013  | 06/30/2017    | 54.00          | On Campus           | Research DOD Contract                                                              |
| PRED.                   | 07/01/2013  | 06/30/2017    | 29.00          | Off Campus          | Research DOD Contract                                                              |
| PRED.                   | 07/01/2013  | 06/30/2017    | 9.75           | Off Campus          | IPA                                                                                |
| PROV.                   | 07/01/2017  | Until Amended |                |                     | Use same rates and conditions as those cited for fiscal year ending June 30, 2017. |

\*BASE

ORGANIZATION: University of New Mexico

AGREEMENT DATE: 7/29/2013

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Modified total direct costs, consisting of all salaries and wages, fringe benefits, materials, supplies, services, travel and subgrants and subcontracts up to the first \$25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract). Modified total direct costs shall exclude equipment, capital expenditures, charges for patient care, student tuition remission, rental costs of off-site facilities, scholarships, and fellowships as well as the portion of each subgrant and subcontract in excess of \$25,000.

ORGANIZATION: University of New Mexico

AGREEMENT DATE: 7/29/2013

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**SECTION I: FRINGE BENEFIT RATES\*\***

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| <u>TYPE</u> | <u>FROM</u> | <u>TO</u>        | <u>RATE (%)</u> | <u>LOCATION</u> | <u>APPLICABLE TO</u>                                                                              |
|-------------|-------------|------------------|-----------------|-----------------|---------------------------------------------------------------------------------------------------|
| FIXED       | 7/1/2013    | 6/30/2014        | 3.43            |                 | All Employees                                                                                     |
| PROV.       | 7/1/2014    | Until<br>amended |                 |                 | Use same rates<br>and conditions<br>as those cited<br>for fiscal<br>year ending<br>June 30, 2014. |

\*\* DESCRIPTION OF FRINGE BENEFITS RATE BASE:

Salaries and wages.

ORGANIZATION: University of New Mexico

AGREEMENT DATE: 7/29/2013

**SECTION II: SPECIAL REMARKS**

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are charged using the rate(s) listed in the Fringe Benefits Section of this Agreement. FICA, Worker's Compensation, Retirement, University Discounts, Health and Life Insurance, Unemployment Compensation, and Payroll Taxes are specifically identified to each employee and is charged individually as direct costs. The fringe benefits included in the rate(s) are listed in the Special Remarks Section of this agreement.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

OFF-CAMPUS DEFINITION: An off-campus program is one that is conducted (1) in leased facilities where space related costs (e.g. rent, utilities and maintenance) are charged directly to the program, or (2) in facilities made available (at no cost) to the program by a non-University organization. Grants or contracts will not be subject to more than one F&A cost rate. If more than 50% of a project is performed off-campus, the off-campus rate will apply to the entire project.

Equipment Definition -

Equipment means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

Beginning July 1, 2013, leave payout payments made to eligible staff are included in the fringe benefit rate.

FRINGE BENEFITS:

- Tuition Remission
- Leave Payouts
- Retiree Health Benefits
- Employee Training and Services

**SECTION III: GENERAL**

**A. LIMITATIONS:**

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its facilities and administrative cost pools as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as facilities and administrative costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

**B. ACCOUNTING CHANGES:**

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from facilities and administrative to direct. Failure to obtain approval may result in cost disallowances.

**C. FIXED RATES:**

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

**D. USE BY OTHER FEDERAL AGENCIES:**

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-21, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

**E. OTHER:**

If any Federal contract, grant or other agreement is reimbursing facilities and administrative costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of facilities and administrative costs allocable to these programs.

BY THE INSTITUTION:

University of New Mexico

(b)(6)

Ava J. Lovell

(NAME)

Senior Executive Officer -  
Finance & Administration - HSC

(TITLE)

7/31/13

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(b)(6)

Arif Karim

(NAME)

Director, Division of Cost Allocation

(TITLE)

7/29/2013

(DATE)

HHS REPRESENTATIVE: Matthew Dito

Telephone: (214) 767-3261

## Budget Narrative File(s)

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\* **Mandatory Budget Narrative Filename:**

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To add more Budget Narrative attachments, please use the attachment buttons below.

**University of New Mexico College Assistance Migrant Program**

**The University of New Mexico (UNM)**

**Budget Narrative 2016-2021**

|                                       |    |       |         |       |                  | year 1    | year 2    | year 3    | year 4    | year 5    |
|---------------------------------------|----|-------|---------|-------|------------------|-----------|-----------|-----------|-----------|-----------|
| 1. Personnel:                         |    |       |         |       |                  |           |           |           |           |           |
|                                       | No | Weeks | Rate    | Hours | 2016-2017 Budget |           |           |           |           |           |
| Position/Title:                       |    |       |         |       |                  |           |           |           |           |           |
| Program Specialist (Project Director) | 1  |       |         |       | \$48,709         | \$48,709  | \$48,709  | \$48,709  | \$48,709  | \$48,709  |
| Sr. Stud Prog. Adv                    | 2  |       |         |       | \$72,000         | \$73,440  | \$74,000  | \$74,000  | \$74,000  | \$74,000  |
| Adm. Support                          | 1  |       | \$13.50 | 40    | \$28,080         | \$28,642  | \$28,642  | \$28,642  | \$28,642  | \$28,642  |
| Student Employees *                   | 7  | 32    | \$3.50  | 17    | \$13,328         | \$13,595  | \$14,013  | \$14,013  | \$14,013  | \$14,013  |
|                                       |    | 10    | \$10.50 | 20    | \$2,100          | \$2,142   | \$2,185   | \$2,229   | \$2,273   | \$2,273   |
| Graduate Project Assistant            | 0  | 34    | \$12.50 | 10    | \$4,250          | \$4,335   | \$4,700   | \$4,700   | \$4,700   | \$4,700   |
| Personnel:                            |    |       |         |       | \$168,467        | \$170,863 | \$172,249 | \$172,293 | \$172,337 | \$172,337 |

The Project Director, Sr. Student Program Advisors (1 Recruiter and 1 Advisor), Administrative Support, and Student staff will play a critical role in the continuation and implementation of this project. Each position has specific duties and responsibilities. The **Project Director (100%)** will oversee the day to day operations, oversee fiscal management, implement programmatic activities, and ensure objectives. Project Director will ensure evaluation is performed and integrated while maintaining communication with local, state, and federal agencies such as school districts and OME. The **Academic Advisor (100%)** will oversee students' academic support services. The advisor will meet bi-monthly with students to address the following; curriculum planning, major advising, mental and health well being. The advisor will oversee the student staff to ensure they are serving students adequately and providing relevant information for their success. The **Student Recruiter (100%)** will be charged with being the initial contact for students. The recruiter is responsible to initiate contact with school personnel, relevant community organizations, non-profits and most importantly potential UNM CAMP participants. The recruiter will provide financial aid guidance, enrollment support and serve as liaison between student and the university. The **Administrative Assistant (100%)** will serve as the project's inventory control, create all procurement request, and oversee logistics for events. **Graduate Project Assistant (<50%)** main duties will consist of data collection, scholarship database, CAMP class assistant and event logistic supporter. **Student Staff (<50%)** will serve in several capacities: mentor, tutors, workshop facilitators, event staff, and office duty support. All listed positions are needed to effectively implement this proposal and meet project objectives. \*Student employees will be hired as work-study and therefore department is only responsible for 33% of the hourly rate. Salaries are commensurate with UNM HR policies.

2. Fringe Benefits:

|                          |                       |           |           |           |           |           |
|--------------------------|-----------------------|-----------|-----------|-----------|-----------|-----------|
| Professional staff       |                       | \$52,523  | \$53,832  | \$54,486  | \$55,092  | \$56,000  |
| Part Time/Student staff, |                       | \$197     | \$201     | \$209     | \$209     | \$210     |
|                          | Total Fringe Benefits | \$52,720  | \$54,033  | \$54,695  | \$55,301  | \$56,210  |
|                          | Total Personnel       | \$221,187 | \$224,896 | \$226,944 | \$227,594 | \$228,547 |

The fringe rate for professional staff set by UNM is 35.3%, & 1% for part time, on-call staff & students. It is used to estimate direct fringe benefit costs in grant applications & contract proposals. Rates are adjusted annually per UNM and reflected as such in each year and are subject to change.

3a. HEP/CAMP Annual Directors Meeting - Washington D.C – July 14-16, 2016

|          | Cost                                                                                      | Person | Days |         |         |         |         |         |         |
|----------|-------------------------------------------------------------------------------------------|--------|------|---------|---------|---------|---------|---------|---------|
| Air Fare | 500                                                                                       | 1.5    |      | \$750   | \$750   | \$760   | \$785   | \$825   |         |
| Per Diem | 70                                                                                        | 1.5    | 5    | \$525   | \$525   | \$550   | \$575   | \$590   |         |
| lodging  | 185                                                                                       | 1.5    | 5    | \$1,388 | \$1,415 | \$1,500 | \$1,550 | \$1,581 |         |
|          | This is calculated at 1.5 people as we are paying half of PI cost and splitting with HEP. |        |      | Total:  | \$2,663 | \$2,690 | \$2,810 | \$2,910 | \$2,996 |

3c. National HEP/CAMP Association Conference – Oct FY16-21

|              | Cost                                                                                     | Person | Days |         |         |         |            |         |         |
|--------------|------------------------------------------------------------------------------------------|--------|------|---------|---------|---------|------------|---------|---------|
| Registration | 250                                                                                      | 2      |      | \$500   | \$500   | \$520   | \$530      | \$550   |         |
| Air Fare     | 450                                                                                      | 2      |      | \$900   | \$900   | \$920   | \$945      | \$975   |         |
| Per Diem     | 70                                                                                       | 2      | 3    | \$420   | \$420   | \$450   | \$475      | \$490   |         |
| Lodging      | 175                                                                                      | 2      | 3    | \$1,050 | \$1,050 | \$1,100 | \$1,122    | \$1,144 |         |
|              | <i>Additional lodging is for Treasurer meetings in addition to conference attendance</i> |        |      | Total   | \$2,870 | \$2,870 | \$2,990.00 | \$3,072 | \$3,159 |

3d. National Association of State Directors of Migrant Education (NASDME) – May 2016

|              | Cost                                                                                     | Person | Days |         |         |         |         |         |
|--------------|------------------------------------------------------------------------------------------|--------|------|---------|---------|---------|---------|---------|
| Registration |                                                                                          | 1      |      | \$700   | \$700   | \$700   | \$700   | \$700   |
| Air Fare     |                                                                                          | 1      |      | \$900   | \$900   | \$900   | \$900   | \$900   |
| Per Diem     |                                                                                          | 1      | 4    | \$560   | \$560   | \$560   | \$560   | \$560   |
| Lodging      |                                                                                          | 1      | 4    | \$1,400 | \$1,400 | \$1,400 | \$1,400 | \$1,400 |
|              | <i>Additional lodging is for Treasurer meetings in addition to conference attendance</i> |        |      | Total   | \$3,560 | \$3,560 | \$3,560 | \$3,560 |

3e. National HEP/CAMP Board meeting - February 2017

|          | Cost | Person | Days |       |     |     |     |     |
|----------|------|--------|------|-------|-----|-----|-----|-----|
| Air Fare | 450  | 1      |      | \$450 | \$0 | \$0 | \$0 | \$0 |
| Per Diem | 70   | 1      | 3    | \$210 | \$0 | \$0 | \$0 | \$0 |
| Lodging  | 150  | 1      | 3    | \$450 | \$0 | \$0 | \$0 | \$0 |

|                                                |              |          |          |          |          |          |
|------------------------------------------------|--------------|----------|----------|----------|----------|----------|
|                                                |              | \$1,110  | \$0      | \$0      | \$0      | \$0      |
| <b>3.e Recruitment and Placement</b>           |              |          |          |          |          |          |
| Travel in the service area (4177) mi x .55/mi  |              |          |          |          |          |          |
| - Maintenance fee to operate van               |              | \$2,297  | \$2,297  | \$2,495  | \$2,760  | \$3,000  |
| Daily per diem @ \$46/day x 65 days x 1 person |              | \$3,000  | \$3,583  | \$3,700  | \$3,825  | \$3,900  |
| Lodging \$100/night x 30 nights x 1 person     |              | \$3,000  | \$3,500  | \$3,500  | \$3,500  | \$3,600  |
|                                                | Total        | \$8,297  | \$9,380  | \$9,695  | \$10,085 | \$10,500 |
|                                                | Total Travel | \$18,500 | \$18,500 | \$19,055 | \$19,627 | \$20,215 |

Travel is aligned with the Federal OME guidelines for conferences, professional development, student success skill development and recruitment. Conference travel will allow staff members to learn new methods to engage with students and also share the training with the rest of the CAMP staff. Only one year of item 3e is reflected as the treasurer's term ends at the end of FY17.

|                                        |                 |     |     |     |     |     |
|----------------------------------------|-----------------|-----|-----|-----|-----|-----|
| <b>4. Equipment: (\$5,000 or more)</b> |                 |     |     |     |     |     |
|                                        | Total Equipment | -0- | -0- | -0- | -0- | -0- |

Equipment is defined as any equipment of \$5,000 or more. We will not purchase any equipment for this grant.

|                                                                                                    |                |       |       |       |       |       |
|----------------------------------------------------------------------------------------------------|----------------|-------|-------|-------|-------|-------|
| <b>5. Supplies</b>                                                                                 |                |       |       |       |       |       |
| 5a. General supplies consumables:                                                                  |                |       |       |       |       |       |
| Pens, pencils, staples, paper clips, printer paper, notebooks, file folders, tape, envelopes, etc. |                |       |       |       |       |       |
|                                                                                                    | Total Supplies | \$900 | \$900 | \$900 | \$900 | \$900 |

Supplies for the operation of the UNM CAMP project, educational and office such as pens, pencils, staples, paper clips, erasers, copy and printer paper, notebooks, file folders, tape, envelopes. Supplies will be used to create student files, create recruitment materials, and provide tools to operate the project (print, write and store information).

|                        |                   |         |         |         |         |         |
|------------------------|-------------------|---------|---------|---------|---------|---------|
| <b>6. Contractual:</b> |                   |         |         |         |         |         |
| External Evaluator     |                   |         |         |         |         |         |
|                        | Total Contractual | \$2,500 | \$2,500 | \$2,500 | \$2,500 | \$2,500 |

An outside evaluator will be contracted to conduct an annual evaluation on GPRG goals, program objectives & outcomes. We will collaborate with Dr. Paul Guerin of the Institute for Social Research. Dr. Guerin has experience and has been the PI on more than 100 research projects and has served as evaluator for numerous federal projects.

|                         |        |     |     |     |     |     |
|-------------------------|--------|-----|-----|-----|-----|-----|
| <b>7. Construction:</b> |        |     |     |     |     |     |
|                         | Total: | \$0 | \$0 | \$0 | \$0 | \$0 |

Construction: N/A

|                                 |         |    |        |       |       |       |
|---------------------------------|---------|----|--------|-------|-------|-------|
| <b>8. Other</b>                 |         |    |        |       |       |       |
| Telephone Services (\$850/year) | \$ 67.5 | 12 | \$ 850 | \$850 | \$850 | \$850 |
| Long Distance (\$240/year)      | \$ 10.0 | 12 | \$ 120 | \$120 | \$120 | \$120 |
| Voice mail (\$20/mo. X 12 mos.) | \$ 15.0 |    | 180    | \$180 | \$180 | \$180 |

|                                              |                 |     |    |              |                |                |                |                |
|----------------------------------------------|-----------------|-----|----|--------------|----------------|----------------|----------------|----------------|
| Cellular Charges                             | \$ 60.0         | 12  | \$ | 720          | \$720          | \$720          | \$720          | \$700          |
| Duplication and Xeroxing                     |                 |     | \$ | 700          | \$800          | \$800          | \$673          | \$500          |
| National HEP/CAMP annual membership fee      |                 |     | \$ | 1,500        | \$1,500        | \$1,500        | \$1,500        | \$1,500        |
| Postage                                      |                 |     | \$ | 250          | \$500          | \$500          | \$250          | \$100          |
| <b>Student Cultural Activities Expenses</b>  |                 |     | \$ | <b>4,485</b> | <b>\$4,485</b> | <b>\$4,668</b> | <b>\$4,668</b> | <b>\$4,400</b> |
| Orientation                                  | \$ 450          |     |    |              |                |                |                |                |
| Kickball                                     | \$ 75           |     |    |              |                |                |                |                |
| CAMPing trip                                 | \$ 1,100        |     |    |              |                |                |                |                |
| Tailgate                                     | \$ 250          |     |    |              |                |                |                |                |
| Balloon Glow                                 | \$ 275          |     |    |              |                |                |                |                |
| Pumpkin Service Project                      | \$ 75           |     |    |              |                |                |                |                |
| Thanksgiving Potluck                         | \$ 125          |     |    |              |                |                |                |                |
| December Activity                            | \$ 75           |     |    |              |                |                |                |                |
| Spring Orientation                           | \$ 250          |     |    |              |                |                |                |                |
| Scholarship Workshop                         | \$ 250          |     |    |              |                |                |                |                |
| CAMP Monthly Meetings x3                     | \$ 150          |     |    |              |                |                |                |                |
| Los Alamos Presentation                      | \$ 30           |     |    |              |                |                |                |                |
| Sandia Presentation                          | \$ 30           |     |    |              |                |                |                |                |
| Sanchez Farm Day                             | \$ 50           |     |    |              |                |                |                |                |
| Cesar Chavez Day Lunch                       | \$ 50           |     |    |              |                |                |                |                |
| Santa Fe Cultural Day                        | \$ 500          |     |    |              |                |                |                |                |
| Tent Rocks                                   | \$ 150          |     |    |              |                |                |                |                |
| Transitional Workshop                        | \$ 600          |     |    |              |                |                |                |                |
| <b>TOTAL</b>                                 | <b>\$ 4,485</b> |     |    |              |                |                |                |                |
| Program guides                               |                 |     |    | \$500        | \$651          | \$700          | \$500          | \$0            |
| Brochures                                    |                 |     |    | \$410        | \$600          | \$600          | \$400          | \$0            |
| Office Hardware - Chairs, Desks, Lamps       |                 |     |    |              | \$1,500        |                |                |                |
| Laptops for students (approximately 5@\$600) |                 |     |    | \$3,000      |                |                |                |                |
| Staff Computers (approximately 4@\$1100)     |                 |     |    | \$4,400      | \$0            |                |                |                |
| Staff and Student shirts                     |                 |     |    | \$450        | \$400          | \$575          | \$250          | \$0            |
| Printers                                     |                 |     |    |              | \$1,000        |                |                |                |
| CAMP student kit                             |                 |     |    |              |                |                |                |                |
| Water bottles                                |                 |     |    | \$400        | \$600          |                |                |                |
| USB                                          |                 |     |    | \$100        | \$350          |                |                |                |
| <b>Student Conference Travel</b>             |                 |     |    |              |                |                |                |                |
| SW HEP/CAMP Student Leade                    | 10              | 120 |    | \$1,200      | \$1,200        | \$1,440        | \$1,320        | \$1,440        |
| Lodging for Student Leadership Conference    | 100             | 20  |    | \$2,000      | \$2,100        | \$2,300        | \$2,300        | \$2,400        |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                           |           |           |           |           |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------|-----------|-----------|-----------|-----------|
| Total Other:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                           | \$21,265  | \$17,556  | \$14,953  | \$13,731  | \$12,190  |
| <p>This line demonstrates the operating expenses such as telephone services, Association fees, postage, duplicating and Xeroxing and one-time costs. The line includes expenses for student related activities such as venue fees, program organized groups costs, student meals, student day insurance for cultural activities off campus, and more. The student cultural activities include historical and cultural sites that require transportation, e.g – The International Balloon Fiesta, Tent Rock National Park and Santa Fe Cultural Excursion. During these activities students require meals due to events lasting more than two hours at a time or because they are scheduled during lunch and dinner hours. Also, students will have the opportunity to attend the Southwest HEP/CAMP Leadership conference in Santa Fe, NM where they will attend workshop to develop leadership skills, listen to motivational keynote speakers and expand their network. For the conference, lodging will be required for students to attend. All expenses are calculated at current costs and estimated for each year. These expenses are selected to meet project objectives.</p> |                           |           |           |           |           |           |
| 9. Direct Cost:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Total Direct Cost         | \$264,352 | \$264,352 | \$264,352 | \$264,352 | \$264,352 |
| 9 - Total Direct: Sum from line 1 thru 8                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                           |           |           |           |           |           |
| 10. Indirect Cost:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                           |           |           |           |           |           |
| Indirect Cost @ 8%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                           |           |           |           |           |           |
| Total Indirect Cost:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                           | \$21,148  | \$21,148  | \$21,148  | \$21,148  | \$21,148  |
| 8% as set by the Federal guidelines, and negotiated with UNM.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                           |           |           |           |           |           |
| 11. Training Stipends:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Students Amount Frequency |           |           |           |           |           |
| 11b. Tuition and Fees                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                           |           |           |           |           |           |
| Scholarship for CAMP scholars                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                           |           |           |           |           |           |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Fall Award                | 30        | \$2,750   | 1         | \$ 82,500 | \$82,500  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Spring Award              | 30        | \$1,900   | 1         | \$ 57,000 | \$57,000  |
| Total Training Stipends                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                           |           |           |           | \$139,500 | \$139,500 |
| <p>Financial assistance rendered to the CAMP participants. Fall award will be \$2750 and Spring will be \$1900. The difference in the amount is due to students not receiving the Lottery Scholarship until the spring semester. These amounts are based on current UNM cost and are provided to scholars to successful complete thier first year.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                           |           |           |           |           |           |
| 12: Total for Year Two (tl Grand Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                           | \$425,000 | \$425,000 | \$425,000 | \$425,000 | \$425,000 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                           | year 1    | year 2    | year 3    | year 4    | year 5    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                           | 425000    | 425000    | 425000    | 425000    | 425000    |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                           | \$0       | \$0       | \$0       | \$0       | \$0       |

U.S. DEPARTMENT OF EDUCATION  
SUPPLEMENTAL INFORMATION  
FOR THE SF-424

OMB Number: 1894-0007  
Expiration Date: 08/31/2017

**1. Project Director:**

|         |             |              |            |         |
|---------|-------------|--------------|------------|---------|
| Prefix: | First Name: | Middle Name: | Last Name: | Suffix: |
|         | Rosa        | Isela        | Cervantes  |         |

Address:

|           |                    |
|-----------|--------------------|
| Street1:  | MSC 06 3830        |
| Street2:  |                    |
| City:     | Albuquerque        |
| County:   | Bernalillo         |
| State:    | NM: New Mexico     |
| Zip Code: | 87131-0001         |
| Country:  | USA: UNITED STATES |

|                               |                             |
|-------------------------------|-----------------------------|
| Phone Number (give area code) | Fax Number (give area code) |
| 505-277-5020                  | 505-277-5182                |

Email Address:

|               |
|---------------|
| isela@unm.edu |
|---------------|

**2. Novice Applicant:**

Are you a novice applicant as defined in the regulations in 34 CFR 75.225 (and included in the definitions page in the attached instructions)?

Yes  No  Not applicable to this program

**3. Human Subjects Research:**

a. Are any research activities involving human subjects planned at any time during the proposed Project Period?

Yes  No

b. Are ALL the research activities proposed designated to be exempt from the regulations?

Yes Provide Exemption(s) #:  1  2  3  4  5  6

No Provide Assurance #, if available:

|  |
|--|
|  |
|--|

c. If applicable, please attach your "Exempt Research" or "Nonexempt Research" narrative to this form as indicated in the definitions page in the attached instructions.

|  |                |                   |                 |
|--|----------------|-------------------|-----------------|
|  | Add Attachment | Delete Attachment | View Attachment |
|--|----------------|-------------------|-----------------|

**U.S. DEPARTMENT OF EDUCATION  
BUDGET INFORMATION  
NON-CONSTRUCTION PROGRAMS**

OMB Number: 1894-0008  
Expiration Date: 06/30/2017

Name of Institution/Organization

The Regents of the University of New Mexico

Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.

**SECTION A - BUDGET SUMMARY  
U.S. DEPARTMENT OF EDUCATION FUNDS**

| Budget Categories                 | Project Year 1 (a) | Project Year 2 (b) | Project Year 3 (c) | Project Year 4 (d) | Project Year 5 (e) | Total (f)    |
|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------|
| 1. Personnel                      | 168,467.00         | 170,863.00         | 172,249.00         | 172,293.00         | 172,337.00         | 856,209.00   |
| 2. Fringe Benefits                | 52,720.00          | 54,033.00          | 54,695.00          | 55,301.00          | 56,210.00          | 272,959.00   |
| 3. Travel                         | 18,500.00          | 18,500.00          | 19,055.00          | 19,627.00          | 20,215.00          | 95,897.00    |
| 4. Equipment                      | 0.00               | 0.00               | 0.00               | 0.00               | 0.00               | 0.00         |
| 5. Supplies                       | 900.00             | 900.00             | 900.00             | 900.00             | 900.00             | 4,500.00     |
| 6. Contractual                    | 2,500.00           | 2,500.00           | 2,500.00           | 2,500.00           | 2,500.00           | 12,500.00    |
| 7. Construction                   | 0.00               | 0.00               | 0.00               | 0.00               | 0.00               | 0.00         |
| 8. Other                          | 21,265.00          | 17,556.00          | 14,953.00          | 13,731.00          | 12,190.00          | 79,695.00    |
| 9. Total Direct Costs (lines 1-8) | 264,352.00         | 264,352.00         | 264,352.00         | 264,352.00         | 264,352.00         | 1,321,760.00 |
| 10. Indirect Costs*               | 21,148.00          | 21,148.00          | 21,148.00          | 21,148.00          | 21,148.00          | 105,740.00   |
| 11. Training Stipends             | 139,500.00         | 139,500.00         | 139,500.00         | 139,500.00         | 139,500.00         | 697,500.00   |
| 12. Total Costs (lines 9-11)      | 425,000.00         | 425,000.00         | 425,000.00         | 425,000.00         | 425,000.00         | 2,125,000.00 |

**\*Indirect Cost Information (To Be Completed by Your Business Office):**

If you are requesting reimbursement for indirect costs on line 10, please answer the following questions:

(1) Do you have an Indirect Cost Rate Agreement approved by the Federal government?  Yes  No

(2) If yes, please provide the following information:

Period Covered by the Indirect Cost Rate Agreement: From: 07/01/2013 To: 06/30/2017 (mm/dd/yyyy)

Approving Federal agency:  ED  Other (please specify): DHHS

The Indirect Cost Rate is 51.50%.

(3) If this is your first Federal grant, and you do not have an approved indirect cost rate agreement, are not a State, Local government or Indian Tribe, and are not funded under a training rate program or a restricted rate program, do you want to use the de minimis rate of 10% of MTDC?  Yes  No If yes, you must comply with the requirements of 2 CFR § 200.414(f).

(4) If you do not have an approved indirect cost rate agreement, do you want to use the temporary rate of 10% of budgeted salaries and wages?  Yes  No If yes, you must submit a proposed indirect cost rate agreement within 90 days after the date your grant is awarded, as required by 34 CFR § 75.560.

(5) For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:

Is included in your approved Indirect Cost Rate Agreement? Or,  Complies with 34 CFR 76.564(c)(2)? The Restricted Indirect Cost Rate is 8.00%.

PR/Award # S149A160010

|                                                                                 |                                                                                                                                                                                                                                                     |  |
|---------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Name of Institution/Organization<br>The Regents of the University of New Mexico | Applicants requesting funding for only one year should complete the column under "Project Year 1." Applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form. |  |
|---------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

**SECTION B - BUDGET SUMMARY  
NON-FEDERAL FUNDS**

| Budget Categories                    | Project Year 1<br>(a) | Project Year 2<br>(b) | Project Year 3<br>(c) | Project Year 4<br>(d) | Project Year 5<br>(e) | Total<br>(f) |
|--------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------|
| 1. Personnel                         | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 2. Fringe Benefits                   | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 3. Travel                            | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 4. Equipment                         | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 5. Supplies                          | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 6. Contractual                       | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 7. Construction                      | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 8. Other                             | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 9. Total Direct Costs<br>(lines 1-8) | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 10. Indirect Costs                   | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 11. Training Stipends                | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |
| 12. Total Costs<br>(lines 9-11)      | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00                  | 0.00         |

**SECTION C - BUDGET NARRATIVE (see instructions)**

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