



Prime Awardee		Subawardee	
Institution/Organization ("Prime Recipient") Name: Seattle Colleges Address: 1500 Harvard Ave Seattle, WA 98122		Institution/Organization ("Sub-recipient") Name: Pierce College Address: 9401 Farwest Dr. SW Lakewood, WA 98498 EIN No.: 91-0821742 UEI#: UBAUDAEJ6EU8	
Prime Award No. (FAIN) : 2409204		Sub-award No. C4635	
Federal Sponsor: National Science Foundation 20-590 Louis Stokes Alliance for Minority Participation			
7/15/2024 – 6/30/2027		Amount Funded this Action \$376,473	Est. Total (if incrementally funded)
Project Title "Louis Stokes B2B Alliance: Puget Sound Alliance"			

Reporting Requirements [Check here if applicable: See Attachment 4 FFATA Funding (See Attachment 4A)]

Terms and Conditions

- 1) Prime Recipient hereby awards a cost reimbursable sub-award, as described above, to Sub-recipient. The statement of work and budget for this Sub-award are as shown in Attachment 5. In its performance of the Sub-award work, Sub-recipient shall be an independent entity and not an employee or agent of Prime Recipient.
- 2) Prime Recipient shall reimburse Sub-recipient not more often than monthly for allowable costs. All invoices shall be submitted using Sub-recipient's standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), sub-award number, and certification as to truth and accuracy of invoice. Invoices that do not reference Prime Recipient's sub-award number shall be returned to Sub-recipient. Invoices and questions concerning invoice receipt or payments should be directed to the appropriate party's contact as shown in Attachment 3. Prime recipient reserves the right to request and the Sub-recipient agrees to provide supporting documentation of Sub-recipients costs in the event the Prime Recipient is required to provide such documentation to its sponsors or there are performance issues which cause the Prime Recipient to question the reasonableness, allowability or allocability of costs billed.
- 3) A final statement of cumulative costs incurred, including cost sharing, marked "FINAL" must be submitted to Prime Recipient's Contact, as shown in Attachment 3, NOT LATER THAN sixty (60) days after Sub-award end date. The final statement of costs shall constitute Sub-recipient's final financial report.
- 4) All payments shall be considered provisional and subject to adjustment within the total estimated cost. In the event such adjustment is necessary as a result of an adverse audit finding against the Sub-recipient, Prime Recipient shall contact Sub-recipients appropriate contact as shown in Attachment 3.
- 5) Sub-recipient must submit Time and Effort reports for both hourly and salary employees on at least a bi-annual basis.
- 6) Matters concerning the technical performance of this Sub-award should be directed to the appropriate party's Principal Investigator, as shown in Attachment 3. Technical reports are required as shown above, "Reporting Requirements".
- 7) Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this Sub-award agreement, and any changes requiring prior approval, should be directed to the appropriate party's Administrative Contact as shown in Attachment 3. Any such changes made to this Sub-award agreement require the written approval of each party's Authorized Official, as shown in Attachment 3.
- 8) Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or director's, to the extent allowed by law.
- 9) Either party may terminate this Sub-award with thirty days written notice to the appropriate party's Administrative Contact as shown in Attachment 3. Prime Recipient shall pay Sub-recipient for termination costs as allowable under Uniform Guidance, 2 CFR 200, or 45 CFR Part 75 Appendix E "Principles for Determining Costs Applicable to Research and Development under Grants and Contracts with Hospitals", as applicable.
- 10) No-cost extensions require the approval of the Prime Recipient. Any requests for a no-cost extension should be addressed to and received by the Administrative Contact, as shown in Attachment 3, not less than thirty (30) days prior to the desired effective date of the requested change.
- 11) The Sub-award is subject to the terms and conditions of the Prime Award and other special terms and conditions, as identified in Attachment 2.
- 12) By signing below Sub-recipient makes the certifications and assurances shown in Attachments 1 and 2. Sub-recipient also assures that it will comply with applicable statutory and regulatory requirements specified in the Research Terms & Conditions Appendix C found at <http://www.nsf.gov/bfa/dias/policy/rtc/appc.pdf>.

By an Authorized Official of Prime Recipient:

Lisa Gacer

[Lisa Gacer \(Oct 18, 2024 07:36 PDT\)](#)

Oct 18, 2024

Date

By an Authorized Official of Sub-recipient:

Holly Gorski

[Holly Gorski \(Oct 17, 2024 18:09 PDT\)](#)

Oct 17, 2024

Date

Attachment 1
Seattle Colleges Sub-award Agreement
Certifications and Assurances

By signing the Sub-award Agreement, the authorized official of Sub-recipient certifies, to the best of his/her knowledge and belief that:

Certification Regarding Lobbying

1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sub-recipient, 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 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 intending 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 Sub-recipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying", to the Prime Recipient.

3) The Sub-recipient shall require that the language of this certification be included in the award documents for all Sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all Sub-recipients 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.

Debarment, Suspension, and Other Responsibility Matters

Sub-recipient certifies by signing this Sub-award Agreement that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.

Discrimination Matters

1) Sub-recipient certifies by signing this Sub-award Agreement that it complies with the requirements of 41 CFR 60-300.5(a). This regulation prohibits discrimination against qualified protected veterans, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans.

2) Sub-recipient certifies by signing this Sub-award Agreement that it complies with the requirements of 41 CFR 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

3) Subrecipient certifies that it complies with 41 U.S.C. §4712, a pilot program for enhancement of contractor protection from reprisal for disclosure of certain information.

OMB Circular A-133 Assurance

Sub-recipient assures Prime Recipient that it complies with A-133 and that it will notify Prime Recipient of completion of required audits and of any adverse findings which impact this Sub-award.

**Attachment 2
Pierce College Sub-Award Agreement
Prime Award Terms and Conditions**

NATIONAL SCIENCE FOUNDATION

Award Notice

Award Number (FAIN): 2409204

Managing Division Abbreviation: EES

Amendment Number: 000

RECIPIENT INFORMATION

Recipient (Legal Business Name): SEATTLE CENTRAL COMMUNITY COLLEGE

Recipient Address: 1500 HARVARD AVE SEATTLE, WA 98122-3803

Official Recipient Email Address: davina.fogg@seattlecolleges.edu

Unique Entity Identifier (UEI): XW9JC593M6M7

AMENDMENT INFORMATION

Amendment Type: New Project

Amendment Date: 07/11/2024

Amendment Number: 000

Proposal Number: 2409204

Amendment Description:

The National Science Foundation hereby awards a Continuing Grant for support of the project described in the proposal referenced above.

Funds provided for participant support may not be diverted by the awardee to other categories of expense without the prior written approval of the cognizant NSF Program Officer. Since participant support cost is not a normal account classification, the awardee organization must be able to separately identify participant support costs. It is highly recommended that separate accounts, sub-accounts, sub-task, or sub-ledgers be established to accumulate these costs. The awardee should have written policies and procedures to segregate participant support costs.

Incentive payments or gifts to participants must be made in accordance with written institutional policies and procedures and supported by auditable documentation. The allowability of these costs will ultimately be based on the awardee institution's ability to adequately demonstrate that the incentives have been disbursed in accordance with its policies and procedures.

The Foundation authorizes the awardee to enter into the proposed subaward arrangement. The subaward agreement should contain appropriate provisions in accordance with the award terms and conditions in effect at the time of this award amendment, and contain any special conditions included in this award.

AWARD INFORMATION

Award Number (FAIN): 2409204

Award Instrument: Continuing Grant
Award Date: 07/11/2024
Award Period of Performance: Start Date: 07/15/2024 End Date: 06/30/2027
Project Title: Louis Stokes B2B Alliance: Puget Sound B2B Alliance (PSA)
Managing Division Abbreviation: EES
Research and Development Award: Yes
Funding Opportunity: NSF 20-590 Louis Stokes Alliances for Minority Participation
Assistance Listing Number(s) and Name(s): 47.076 Education and Human Resources (Predominant source of funding for SEFA reporting)

FUNDING INFORMATION

Amount Obligated by this Amendment: \$511,538
Total Intended Award Amount: \$1,498,959
Total Approved Cost Share or Matching Amount: \$0
Total Amount Obligated to Date: \$511,538
Expenditure Limitation: Not Applicable

Contingent on the availability of funds and scientific progress of the project, NSF expects to continue support at approximately the following level:

Fiscal Year	Increment Amount
2025	\$520,663
2026	\$466,758

PROJECT PERSONNEL

Principal Investigator: Rachel Solemsaas	Email: Rachel.Solemsaas@seattlecolleges.edu	Organization: NORTH SEATTLE COMMUNITY
co-Principal Investigator: Ann J Murkowski	Email: ann.murkowski@seattlecolleges.edu	Organization: SEATTLE CENTRAL COMMUNITY COLLEGE
co-Principal Investigator: Chitra G Solomonson	Email: csolomonson@greenriver.edu	Organization: GREEN RIVER COLLEGE
co-Principal Investigator: Elysia A Mbuja	Email: embuja@pierce.ctc.edu	Organization: PIERCE COLLEGE

NSF CONTACT INFORMATION

Managing Grants Official (Primary Contact)	Awarding Official Name: Denisa Traboini Email: dtraboin@nsf.gov	Managing Program Officer Name: Sonja Montas-
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Name: Denisa Traboini
Email:
dtraboin@nsf.gov
Phone: (703) 292-4916

Hunter
Email: smontash@nsf.gov
Phone: (703) 292-7404

GENERAL TERMS AND CONDITIONS

This is awarded pursuant to the authority of the National Science Foundation Act of 1950, as amended (42 U.S.C. 1861-75) and is subject to Research Terms and Conditions (RTCs) dated 11/12/2020, and NSF Agency Specific Requirements, dated 05/20/2024, available at <https://www.nsf.gov/awards/managing/rtc.jsp>.

This award is made in accordance with the provisions of NSF Solicitation: NSF 20-590 Louis Stokes Alliances for Minority Participation.

BUDGET

A. Senior Personnel	
Senior Personnel Count	2.00
Senior Personnel Calendar Months	12.70
Senior Personnel Academic Months	0.00
Senior Personnel Summer Months	0.00
Senior Personnel Amount	\$77,363
B. Other Personnel	
Post Doctoral Scholars	
Post Doctoral Count	0.00
Post Doctoral Calendar Months	0.00
Post Doctoral Academic Months	0.00
Post Doctoral Summer Months	0.00
Post Doctoral Amount	\$0
Other Professionals	
Other Professionals Count	0.00
Other Professionals Calendar Months	0.00
Other Professionals Academic Months	0.00
Other Professionals Summer Months	0.00
Other Professionals Amount	\$0
Graduate Students	
Graduate Students Count	0.00

Graduate Students Amount	\$0
Undergraduate Students	
Undergraduate Students Count	0.00
Undergraduate Students Amount	\$0
Secretarial - Clerical	
Secretarial - Clerical Count	1.00
Secretarial - Clerical Amount	\$10,600
Other	
Other Count	0.00
Other Amount	\$0
<i>Total Salaries and Wages (A+B)</i>	\$87,963
C. Fringe Benefits	\$28,063
<i>Total Salaries, Wages, Fringe Benefits (A + B + C)</i>	\$116,026
D. Equipment	\$0
E. Travel	
Domestic	\$7,345
International	\$0
F. Participant Support Costs	
Participant Support Costs Stipends	\$50,000
Participant Support Costs Travel	\$9,655
Participant Support Costs Subsistence	\$0
Participant Support Costs Other	\$0
Total Number of Participants	40.00
<i>Total Participant Costs (F)</i>	\$59,655
G. Other Direct Costs	
Materials Supplies	\$3,500
Publication Costs	\$0
Consultant Services	\$30,000
Computer Services	\$0
Subawards	\$259,227
Other	\$600
<i>Total Other Direct Costs (G)</i>	\$293,327
H. Total Direct Costs (A Through G)	\$476,353
I. Indirect Costs*	\$35,185
J. Total Direct and Indirect Costs (H + I)	\$511,538
K. Fees	\$0
L. Total Amount of Request (J) OR (J + K)	\$511,538
M. Cost Sharing Proposed	\$0

Level	
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*Indirect Cost Rates

The indirect cost rate(s) for this award is/are not available. These rates are at the time of award and are based upon the budget submitted to the NSF. It does not include any out-year adjustments. The NSF will not modify awards simply to correct indirect cost rates cited in the award notice. See the Proposal & Award Policies & Procedures Guide (PAPPG) Chapter X.A.3.a. for guidance on re-budgeting authority.

**Attachment 3
Pierce College Sub-award Agreement**

Prime Recipient Contacts	Sub-recipient Contacts
<p>Administrative Contact</p> <p>Name: Alissa Agnello, Dean, Math and Science</p> <p>Address: North Seattle College 9600 College Way North Seattle, WA 98103</p> <p>Telephone: 206-934-3747 Email: alissa.agnello@seattlecolleges.edu</p>	<p>Administrative Contact</p> <p>Name: Dawn Reed, Dean of Student Equity Design and Engagement</p> <p>Address: Pierce College 9401 Farwest Dr. SW Lakewood, WA 98498</p> <p>Telephone: 253-912-3627 Email: DEReed@pierce.ctc.edu</p>
<p>Project Director</p> <p>Name: Ann Murkowski, Primary Investigator</p> <p>Address: North Seattle College 9600 College Way North Seattle, WA 98103</p> <p>Telephone: (206) 934-4511 Email: Ann.Murkowski@seattlecolleges.edu</p>	<p>Project Director</p> <p>Name: Elysia Mbuja, Co-PI</p> <p>Address: Pierce College 9401 Farwest Dr SW Lakewood, WA 98498</p> <p>Telephone: (253) 964-6785 Email: embuja@pierce.ctc.edu</p>
<p>Financial Contact</p> <p>Name: Kate Montgomery, Grant Compliance</p> <p>Address: North Seattle College 9600 College Way North Seattle, WA 98103</p> <p>Telephone: (206) 934-5661 Email: kate.montgomery@seattlecolleges.edu</p>	<p>Financial Contact</p> <p>Name: Janet Smith, Grants and Contracts Accountant</p> <p>Address: Pierce College 9401 Farwest Dr SW Lakewood, WA 98498</p> <p>Telephone: (253) 240-0519 Email: JYSmith@pierce.ctc.edu</p>
<p>Authorized Official</p> <p>Name: Lisa Gacer, Senior Buyer</p> <p>Address: Seattle Colleges 1500 Harvard Ave Seattle, WA 98122</p> <p>Telephone: (206) 934-5534 Email: lisa.gacer@seattlecolleges.edu</p>	<p>Authorized Official</p> <p>Name: Holly Gorski, Vice President of Finance</p> <p>Address: Pierce College 9401 Farwest Dr SW Lakewood, WA 98498</p> <p>Telephone: (253) 964-6519 Email: HGorski@pierce.ctc.edu</p>

**Attachment 4
Pierce College Sub-Award Agreement**

Invoicing Requirements

1. Invoices must be submitted in triplicate to Financial Contact as referenced in Attachment 3

Reporting Requirements

2. Progress and final reports will be required as requested by Seattle College's Project Director.

Match Requirement

3. Cost Share requirement is \$0.

(SUBRECIPIENT PLEASE COMPLETE ITEM #4 AS WELL AS THE APPROPRIATE CHECK BOXES WITHIN THE ASSURANCES SECTION BELOW)

Sub-recipient Monitoring (A-133)

(Only Applicable State Organizations, Local Governments, and/or Non-Profit Organizations)

4. Copy of annual audit and/or A-133 certification must be submitted prior to award and then annually through the term of the award, if applicable. Person responsible for disseminating audit information:

Name: Kristina Schreiber-Glodowski Title: Budget Analyst 4

Phone (253) 912-2202 Email: kschreiber@pierce.ctc.edu

Assurances

BIOSAFETY OF RECOMBINANT DNA

- Project does not involve recombinant DNA.
 Project involves recombinant DNA and was either approved() or determined to be exempt() from the NIH.
Approval by the Institutional Biosafety Committee (IBC) on _____ (Date).

CARE AND USE OF ANIMALS

- Project does not involve vertebrate animals.
 Project involves vertebrate animals and was approved by the Institutional Animal Care and Use Committee (IACUC) on _____ (Date). OLAW Animal Assurances # _____.

PROTECTION OF HUMAN SUBJECTS

- Project does not involve human subjects.
 Project involves human subjects and was approved by the Institutional Review Board (IRB) on ___ in process____ (Date). Federal Wide Assurance # _00002172_____.

CONFLICT OF INTEREST

- The Sub-Recipient certifies by signature to this Agreement that it has a federally compliant conflict of interest policy.

Attachment 4A
Seattle Colleges FFATA Reporting Requirements

Definition. “Reporting” includes FFATA Data Elements

Amendment for Updated Reporting Requirements. A unilateral amendment may be issued to update reporting requirements in response to any additional requirements or guidance from the OMB or Sponsor including, but not limited to, the definition of terms and data elements, and specific instructions for reporting and report formats.

For more information on FFATA, go to: <https://www.fsrs.gov/>

Data to be Reported Prior to Sub-Award Obligation/Action Date

A. Sub-Award Project Description

Sub-Recipient should provide the award title and description of the purpose. The description should capture the overall purpose of the sub-award. Example of project description: “Investment in public transportations: replace four 10 year old electric commuter train cars. In addition, funds will be used to construct a multi-modal Park and Ride facility featuring: commuter parking, transit hub, bicycle accommodations, and a potential future platform.”

Project Description	This subaward will enable Pierce College to implement the Louis Stokes Alliance for Minority Participation (LSAMP) Program on its campus and participate in Alliance-wide activities that include its two partner colleges: North Seattle College and Green River College. The overall goal of LSAMP is to increase the number of underrepresented students of color who enroll in, participate in, and complete STEM degrees and then transfer to STEM programs at four year colleges and universities.
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B. Most Highly Compensated Officers

Sub-Recipient shall provide the names and total compensation of the five most highly compensated officers of the Sub-Recipient entity if the following items (1) and (2) apply.

If either item (1) or (2) does not apply, the Sub-recipient’s report shall include a statement certifying this.

If these items do apply, but there is no change in the most highly compensated individuals or their total compensation, the Sub-recipient’s report shall include a statement certifying this.

(1) The Sub-Recipient in its preceding fiscal year received—

- (a) 80 percent or more of its annual gross revenues in Federal awards; and
- (b) \$25,000,000 or more in annual gross revenues from Federal awards; and

(2) The public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986 [26 USC § 6104].

“Total compensation” means the cash and non-cash dollar value earned by the executive during the Sub-recipient’s past fiscal year of the following (for more information see 17 CFR 229.402(c) (2)):

- (i). Salary and bonus.
- (ii). Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with FAS 123R.
- (iii). Earnings for services under non-equity incentive plans. Does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
- (iv). Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
- (v). Above-market earnings on deferred compensation which are not tax qualified.
- (vi). Other compensation. For example, severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property if the value for the executive exceeds \$10,000.

HIGHLY COMPENSATED OFFICERS

Exempt from reporting compensation (Yes or No)?	Yes
Reason for Exemption (Specify Reason 1A, 1B, or 2 above)	1A

If not exempt, fill in per Section 1512 of ARRA:

Officer 1 Name	
Officer 1 Compensation	
Officer 2 Name	
Officer 2 Compensation	
Officer 3 Name	
Officer 3 Compensation	
Officer 4 Name	
Officer 4 Compensation	
Officer 5 Name	
Officer 5 Compensation	

C. Performance Site

Sub-Recipient shall identify the physical location of the Primary Place of Performance of the Sub-Award

Place of Performance Street Address 1	Pierce College Fort Steilacoom
Place of Performance Street Address 2	9401 Farwest Dr. SW
Place of Performance City	Lakewood
Place of Performance State (two character code)	WA
Place of Performance Zip (zip code+ four)	98498
Place of Performance Congressional District (two digit code)	10
Place of Performance Country Code (two character code)	US

Place of Performance Street Address 1	Pierce College Puyallup
Place of Performance Street Address 2	1601 39 th Ave. SE
Place of Performance City	Puyallup
Place of Performance State (two character code)	WA
Place of Performance Zip (zip code+ four)	98374
Place of Performance Congressional District (two digit code)	10
Place of Performance Country Code (two character code)	US

Place of Performance Street Address 1	
Place of Performance Street Address 2	
Place of Performance City	
Place of Performance State (two character code)	
Place of Performance Zip (zip code+ four)	
Place of Performance Congressional District (two digit code)	
Place of Performance Country Code (two character code)	

D. Sub-Award Agreement data elements

Unique Entity Identifier (UEI)	UBAUDAEJ6EU8
Sub Recipient Congressional District	10
Sub Recipient Legal Name, Address, City, State, Zip	Pierce College District; 9401 Farwest Drive, SW; Lakewood, WA 98498
Sub Recipient EIN	91-0821742
Sub Recipient Sam.gov registration, Yes or No *	Yes, CAGE Code OYP06

Attachment 5
Pierce College Sub-Award Agreement

By entering this subaward, Pierce College commits to working towards the broad goals and objectives, as described in the project narrative submitted to and approved by the National Science Foundation.

The PS Alliance’s goal over the three-year LSAMP grant period is to strengthen under-represented minority (URM) STEM students’ STEM identities and significantly increase the number of URM students who transfer from Puget Sound Alliance colleges to baccalaureate STEM programs of study at four-year institutions. The project will serve underrepresented minority STEM students, “LSAMP Scholars,” at two different levels of involvement, termed as “Scholars” and “Members” below in Table 1.

All LSAMP Scholars must: (1) identify as African American, Hispanic American, American Indian, Alaska Native, Native Hawaiian, Native Pacific Islander, or Filipino; and (2) be pursuing two-year STEM transfer degrees.

The PSAlliance Objectives over the three-year grant period are:

- Objective 1: Increase enrollment by at least 25% for students from historically underrepresented communities in STEM, from a baseline of 785 students to at least 981 students.
- Objective 2: Increase the associate in science (AS) degree completion rate of LSAMP-eligible students by at least 50%, from a baseline of 42 students to at least 63 students.
- Objective 3: Increase the university transfer rate of LSAMP-eligible students by at least 40%, from a baseline of 162 students to at least 223 students.
- Objective 4: Engage at least 270 LSAMP Members and 250 LSAMP Scholars in activities that support their retention, completion and transfer, and foster their senses of belonging and community.
- Objective 5: Establish and implement three new student retention strategies: mental health and basic needs support; experiential learning opportunities; and improved, centralized faculty mentor training.

Table 1 lists the proposed number of LSAMP Members and Scholars for the three years for all three colleges that form the alliance.

Table 1	North		Green River		Pierce	
	Scholars	Members	Scholars	Members	Scholars	Members
Year 1	25/quarter	30/quarter	30/quarter	30/quarter	40/quarter	30/quarter
Year 2	28/quarter	30/quarter	35/quarter	30/quarter	43/quarter	30/quarter
Year 3	30/quarter	30/quarter	40/quarter	30/quarter	40/quarter	30/quarter

Pierce College must ensure that all its Level 1 LSAMP Scholars:

- Receive mentorship from a trained faculty member.
- Attend a project orientation session and ongoing advising.
- Engage in undergraduate research, and/or at least one leadership or service-learning activity (e.g., working as a peer tutor)*
- Apply to a paid or unpaid* STEM internship or REU program.
- Attend an annual Alliance-wide meeting or comparable symposium.
- Seek adequate financial aid with a preference for full-time enrollment.

Pierce College will ensure that all of its Level 2 LSAMP Members:

- Receive tutoring or mentoring from Level 1 LSAMP Scholar(s) in years 2 and 3.
- Attend PSAlliance university tours, field trips, or workshops.
- Participate in on-campus undergraduate research symposia.

I. Individual responsibilities

The Vice President, Learning & Student Success, Dr. Yuritzi Lozano: This individual will sit on the PSAlliance Governing Board, which will meet at least once a quarter. The Governing Board, led by North Seattle College's President, is responsible for overseeing general project operations and ensuring that the alliance's goals/objectives are achieved. The purpose of the Board is to provide global perspective, direction, and assistance in broadening the base of support for the implementation and sustainability of LSAMP activities.

Co-Primary Investigators, Elysia Mbuja, from Pierce College will:

- Serve on the PSAlliance Leadership Team, which will meet at least once per academic term to review formative evaluation data, assess the implementation of the project's work plan, establish and update PSAlliance-wide policies and procedures, and share best practices between colleges.
- Serve as the point-person for all campus-specific activities (see list of minimum activities below);
- Obtain, coordinate, and evaluate the support of colleges' STEM academic programs of study and related personnel (e.g. faculty mentors) for project events/ activities and LSAMP Scholars.
- Supervise college's PSAlliance Campus Coordinator.
- Collect, prepare, and submit to PSAlliance Manager, project evaluation and data (See description of evaluation requirements below).
- Create, document, and disseminate college-specific procedures and communications, including web presence.
- Participate in dissemination activities.
- Serve as a liaison with the college's programs and offices to coordinate services for LSAMP Scholars.
- Participate in the PSAlliance Community of Practice
- Manage the subaward for Pierce.

The **PSAlliance Administrative Specialist at Pierce College** is responsible for working with the Program Administrator and Co-PIs to:

- Plan, manage, monitor, and evaluate the college's PSAlliance-specific outreach, retention, and transfer activities.
- Manage the facilities primarily used by LSAMP Scholars.
- Serve as a liaison (with co-PIs) with local partner institutions to conduct joint activities, at the direction of the PSAlliance Manager.
- Prepare and update rosters of current/prospective LSAMP Scholars.
- Monitor and check in with Level 1 Scholars at least monthly.
- Perform day-to-day administrative and fiscal management of NSF subaward funds
- Represent/ advocate for the PSAlliance with campus stakeholders

I. General College Responsibilities

The proposed work plan (identified as Appendix A found in link: [Puget Sound Alliance Work Plan](#)) in the PSAlliance Project Narrative describes three primary areas of focus for each college:

- Outreach and Onboarding
- Retention
- Transfer

The work plan provides each college with wide latitude for how it will implement the project on its campus. Pierce College must:

- Implement activities within each broad area.
- Engage partners as described in the workplan and partner commitment letters.

- Designate a physical space, where students can participate in the activities. The STEM Center at Pierce College will fulfil this requirement.
- Engage its STEM faculty in the project.
- Provide the required services to its LSAMP Scholars, as described above in the description of Level 1 LSAMP Scholars.
- Participate in the project evaluation by providing data to the Co-PI at North Seattle College and working with the external evaluator.

II. North Seattle College Responsibilities

As the lead college North Seattle College will do the following:

- Coordinate the PSAlliance’s overall work, including planning, conducting, and evaluating Alliance-wide activities and events.
- Coordinate the Governing Board and Leadership Team.
- Hire, supervise, and evaluate the PSAlliance Manager. Fifty percent (50%) of the Manager’s time will focus on coordinating the overall PSAlliance.
- Coordinate the work of the college-specific Co-PIs.
- Coordinate the PSAlliance’s professional Community of Practice.
- Create, document, and disseminate project-wide procedures and communications.
- Manage PSAlliance website and social media.
- Liaise with partner institutions and the PNW LSAMP to plan, conduct, and evaluate joint activities/events.
- Collect, prepare and submit required project and performance data via NSF’s WebAMP reporting tool.
- Gather from Co-PIs, compile, and report/present project evaluation data to the PSAlliance Governing Board.
- Serve as the primary contact for the External Evaluator.
- Perform day-to-day administrative and fiscal management of NSF grant.
- Submit annual reports to the National Science Foundation.

III. Timeline

Pierce College has latitude in implementing the LSAMP activities in a time and manner that accommodates students on its campus. Its focus must be on implementing the project in a way that meets the objectives described in Section 1.

In addition, Pierce College must meet the following timeline:

YEAR 1 - 3	
PSAlliance Governing Board meets	Annually, once per year
Leadership team meets	Monthly
Co-PI Mbuja provides student data and progress report to Co-PI Murkowski and/or the PSAlliance Director. The PSAlliance Director will provide a reporting template on which the Co-PI will enter data and program information.	Quarterly
Co-PI Mbuja meet with the external evaluator	Bi-annually (January and June)
Co-PI Mbuja provides annual report data and information to Co-PI Murkowski	By 6/30/2025 and 6/30 each year after that
YEAR 3	
Co-PIs provide annual report data and information to Co-PI Murkowski	6/30/2027
Co-PIs submit final financial report to Co-PI Murkowski	By 8/15/27

BUDGET

The parties have estimated that the cost of accomplishing the work herein will not exceed \$376,473.

The Contractor shall be compensated at a per hour rate for work performed, provided that the total compensation shall not exceed the amount specified in the preceding paragraph.

Budget Item	Year 1	Year 2	Year 3	TOTAL
Elysia Mbuja. Co-Principal Investigator	\$16,000	\$16,560	\$17,140	\$49,700
Faculty Mentor Stipends	\$5,667	\$5,667	\$5,667	\$17,001
Subtotal – Salary/Wage	\$21,667	\$22,227	\$22,807	\$66,701
Subtotal - Fringe Benefits	\$7,150	\$7,335	\$7,526	\$22,011
Travel – Local	\$7,145	\$4,484	\$4,484	\$16,113
Subtotal - Travel	\$7,145	\$4,484	\$4,484	\$16,113
LSAMP Scholar Participation Stipends	\$66,000	\$70,500	\$73,500	\$210,000
Conference Travel	\$5,655	\$5,655	\$5,655	\$5,655
Sub-total Participant Support	\$71,655	\$76,155	\$79,155	\$226,965
Sub-total Supplies	\$4,000	\$4,000	\$4,000	\$12,000
TOTAL DIRECT COSTS	\$111,617	\$114,201	\$117,972	\$343,790
Indirect Costs	\$10,617	\$10,891	\$11,175	\$32,683
TOTAL Budget	\$122,234	\$125,092	\$129,147	\$376,473

The invoices shall describe and document, to Seattle College's satisfaction, a description of the work performed, progress of the project, and fees. The invoice shall include the contract reference number: **C4635**. If expenses are invoiced, Contractor shall provide a detailed listing of costs accompanied by receipts for all costs.

The parties agree that Seattle Colleges shall **NOT** be responsible for any additional costs or expenses incurred by Pierce College in the performance of work described in this Agreement, which include but are not limited to travel, lodging, meals, and other miscellaneous expenses otherwise incurred by Pierce College except for the itemized travel cost between the Pierce College and the Seattle Colleges campuses in Seattle. Compensation for a deliverable shall be up to, but shall not exceed, the budgeted cost for a deliverable regardless of hours worked or other expenses related to a deliverable. Any variance shall be justified to Pierce College's Contract Manager who shall have discretion to approve/disapprove compensation for such variance.

In the event additional funds become available, any Agreement awarded may be renegotiated to provide for additional services (e.g., model development, implementation, etc.) subject to satisfactory completion of a previous phase.









Pierce College subward agreement No. C4635

Final Audit Report

2024-10-18

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