

**Chabot-Las Positas Association of Retired Employees
CARE Fund Special Projects Grant Program
2018-2019 Application Form**

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Postmarked 11/13/2018

Please mail completed form to:
CARE Grants, c/o Bill Threlfall
11 Woodside Glen Court
Oakland, CA 94602

Deadline: November 12, 2018
Award announcement: December 1, 2018

Applicant Information

Name Anamarie Navarro

Site: Chabot LPC District Office

Campus e-mail address anavarro@chabotcollege.edu

Campus phone number (510) 723-6920
(or home phone if no campus phone is available)

Division or Department Learning Connection

Name of Dean/Mgr/Supervisor Amy Mattern

Project Information

Name of project Headphones for Computer Labs in Tutoring Center

**Partial award
12 Headphones: \$118**

Amount of grant requested (see guidelines) 224.75 Expected completion date for project Spring 19

Who will be responsible for completion of the project? Anamarie Navarro

Description – Provide a brief overview of project plan:

The Learning Connection would like to purchase headphones for students to borrow in our center which has two computer labs. Accesible headphones at our center will allow our ESL and World Languages students to listen to the pronunciation software and audio library present in our labs. Other students that come here for tutoring and to study will also benefit from accessible headphones.

Outcome – Clearly state the outcome to be attained by the project. Be specific.

Students will be able to listen to videos recommended by their teachers and the library database while studying in the tutoring center. Students unable to bring or purchase headphones will be able to borrow from us and continue their studies. Students will be able to work alongside each other in a shared space and will be able to switch from tutoring to studying while staying in the same location.

Budget – Tell us what you want to buy: (supplies, apparatus, or services - See guidelines).

Vendor (supplier)	Item Description (Model # etc.)	Qty	Unit price	Tax	Shipping	Line Total \$
Staples	Sentry Folding Headphones, Blk(Item#1662778 DLX21)	25	8.99	21.91	0.00	246.66
Optional budget notes:						Budget Total: 246.66

Benefits – Please briefly explain how the project will **improve service to the colleges** in your area of work responsibility. Describe what problem the project will solve, and how long the benefits will last. Be Specific.

The LC tutoring center is becoming increasingly busy. Students are utilizing our long open center hours and tables to study, often studying for hours after or before a tutoring session. Students are consistently asking for headphones to borrow in our labs so they can view instructional videos and concentrate on their work in a very loud center. Students studying our Japanese, Spanish and other world languages courses will be able to listen to the language they are studying. We feel 25 new headphones will be able to last us 3 years of service to our students if not more.

Agreements: I agree to complete the project as described above and then provide a one-paragraph outcome report including a digital photograph to CARE. (due: June 21, 2019 or by the above completion date.)

I understand that grants will be payable to the College/District and grant purchases will become CLPCCD property.

Applicant's Signature [Signature] Date 11/8/2018

I agree to provide fiscal oversight:
Dean/Mgr/Supervisor's Signature [Signature] Date 11/9/18